

# Welcome!

PRECINCT ELECTION  
OFFICIAL TRAINING  
MARCH 17, 2020  
PRIMARY ELECTION



The background of the slide features a stylized American flag with stars and stripes. The stars are white on a blue field, and the stripes are red and white.

# Thank you for serving as a Precinct Election Official (PEO)

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- We can't have an election without you!
- We value your feedback!
  - Survey available after Election Day on the Board of Elections website.
  - See the first page in your manual for a link.

*thank  
you*



# Need Help?

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Call the Board of Elections anytime to help with your questions.

Refer to the inside front cover of your manual for contact phone numbers.

Our website also contains training materials and videos for your reference.

[elections.bcohoio.us](http://elections.bcohoio.us)



1020116509 FreeArt ©



# Payroll



## Important Information for Precinct Election Officials

If you have changed your banking information you must complete a new Direct Deposit Form and Provide a Voided Check or a Letter from your Bank.

Name Change – you must complete the Name Change Form provided by the County Auditor's office and provide documentation

Address Change – you must complete the Address Change Form provided by the County Auditor's office.

If you do not provide the documentation by Friday, March 6<sup>th</sup> 2020, it could possibly delay getting paid.



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# PEO Assessment

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- The assessment paper must be completed and turned into a Trainer at the end of class.
- Board of Elections will place PEOs by assessment results.
- Each PEO must take the assessment individually (no sharing answers).



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# Agenda and Manual

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## About Your Manual

### Election Overview

- Voter Assistance Judges
- Provisional Review Judges
- Check-in Judges/Processing Voters
- Managing the polling place
- Preparing for Election Day
- Closing the Polls

READ and STUDY your Manual at home to become comfortable with the other procedures.



# Election Overview

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## Primary Elections

- Voters vote by party
- Nominate candidates
- Held in May (except presidential years)

## General Elections

- Elect candidates
- Held in November

## Special Elections

- Usually only contain questions and issues
- Held with a Primary or General or in August
- May be required if there is a vacancy in office





The background of the slide is a close-up, slightly blurred image of the American flag, showing the stars and stripes. The stars are white on a blue field, and the stripes are red and white.

# Important Election Terms

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## Precinct:

- A district within a county established by the Board of Elections within which all qualified electors live and vote at the same polling location.

## Precinct Election Officials:

- Qualified electors in the county and appointed by the county Board of Elections to conduct the elections in a polling location in the county. Also referred to as judges and poll workers.



The background of the slide features a stylized American flag. The top left corner shows the blue field with white stars, while the rest of the slide is filled with the red and white horizontal stripes of the flag, which appear to be waving.

# Election Terms

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## Location Supervisor

- The precinct election official in your location who is responsible for managing the location, including:
  - setting up the equipment
  - supervising the Precinct Election Officials
  - formulating a work plan for Election Day, including work assignments and schedules,
  - returning supplies to the Board of Elections, and
  - overseeing the location to ensure the election is run properly.



# You're Part of a Team

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Teammates include:

- Location Supervisor (LS)
  - Lead technical and administrative supervisor
- Designated Judge (DJ) – aka Driving Judge
  - Picks up supplies and returns them with LS
- Check-In Judge/Guide
  - Checks in all voters on E-poll books
- Provisional Review Judge/Guide
  - Reviews provisional envelopes for completion
- Voter Assistance Judge
  - Assists voters as needed at the voting units





# You're Part of a Team

Everyone helps to:

- Set up location on Monday evening
  - Including setting up voting equipment & voter tables
- Verify location is accessible for all voters
- Confirm zero ballots cast and issued on all voting units and E-poll books Tuesday morning
- Assist voters as directed
- Help close the polls, run required reports and pack equipment for return to the Board of Elections





# The Basics of Serving

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## Work Schedule:

- Monday from 6:30pm to about 8:30pm
- Election Day from 5:30am to about 8:30pm
- Breaks will be scheduled







# Please Remember

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## DO:

- Look and act professional (business casual)
- Work well with other workers, Location Supervisor and Staff
- Resolve problems for voters
- Call the BOE with any questions
- Keep calm and help the voter in front of you
- Be smart about social media

## DON'T:

- Campaign or attempt to influence any voter (this includes social media on election day)
- Use anything that distracts from your duties (**like cell phones, computers, iPods, books, etc.**)
- Offer baked goods, etc. for sale
- Place food or drinks on or near electronic equipment check-in table
- Engage in any activities identified as illegal or unacceptable.

Remember to bring enough food and medicine for the day.



A close-up, slightly blurred image of the American flag, showing the stars and stripes. The flag is waving, and the colors are vibrant. The stars are white on a blue field, and the stripes are red and white.

# Ethics for all Election Workers

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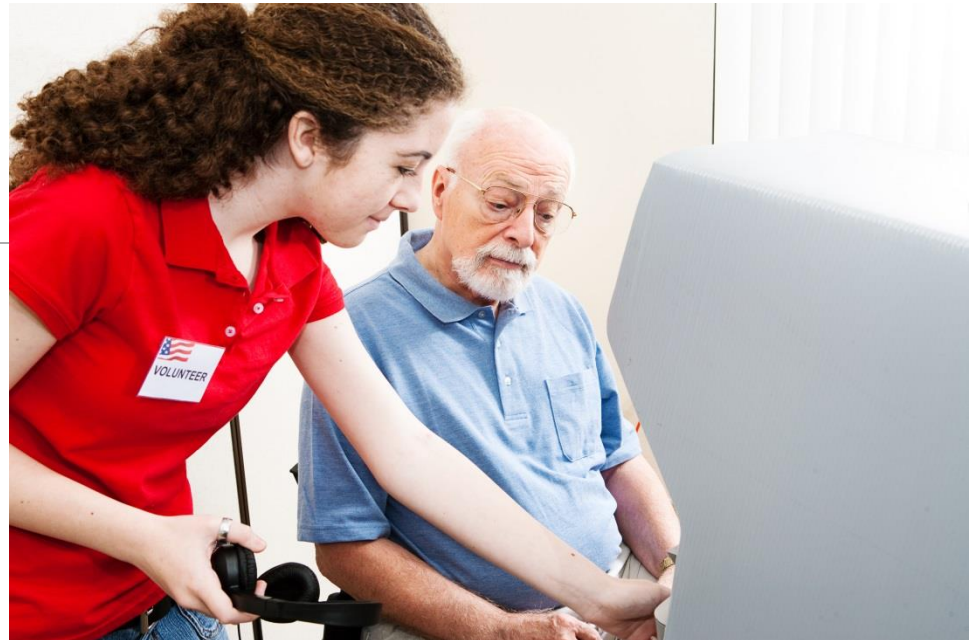
- All Election Workers must familiarize themselves and comply with the Ohio Ethics Laws and the Secretary of State's Ethics Policy (manual page 12).





# Voter Assistance Judge

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The background of the slide is a close-up, slightly blurred image of the American flag, showing the stars and stripes. The stars are white on a blue field, and the stripes are red and white.

# Voter Assistance Judge Duties

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- Assist voters as needed at the voting units or paper ballot table.
- Adjust voting equipment for voters in wheelchairs.
- Help to identify if a voting unit is malfunctioning and notify the Location Supervisor.
- With a partner of opposite party, assist a voter reporting a problem with a voter access card by determining if the voter needs a reissue.



The background of the slide is a stylized American flag, featuring a blue field with white stars on the left and red and white horizontal stripes on the right.

# Assisting Voters

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- You may be asked to help a voter with reading or marking his or her ballot due to blindness, disability or illiteracy.
- You must work with a partner of opposite party to assist a voter with his or her ballot.
- No form is needed to assist voters.
- Voters may also request assistance from an individual of their choice, as long as it's not their employer, agent of their union or a candidate.



The background of the slide features a stylized American flag with stars and stripes. The title text is overlaid on the top portion of the flag.

# Using the Visually Impaired Ballot Station (Unit 1)

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- Voters with visual impairment may receive an audio ballot to use on the #1 unit.
- Voters may require assistance using the keypad at the #1 unit.
- Refer to the manual for the audio keypad functions in order to assist voters using the #1 unit.



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# Voters with Mobility Impairments

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Refer to key guidelines on page 53 for assisting voters with mobility impairments and ensuring the location remains accessible

Refer to step-by-step instructions in the manual on page 40 to adjust a voting unit for a voter in a wheelchair.



# Provisional Review Judges

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The top portion of the slide features a blurred image of the United States flag, showing the stars and stripes. The title text is overlaid on this background.

# What is a provisional?

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## Provisional Ballot

- Given to a voter whose eligibility to vote cannot be confirmed at the polling location, a second chance to vote.
- Voter is given a paper ballot to vote and place inside a yellow provisional envelope with pre-printed information on it that the voter completes to enable the Board of Elections to determine the voter's eligibility to vote.



# Provisional Review Judge

Form No. 12-B Prescribed by the Secretary of State (06/01/2014)  
**Provisional Ballot Affirmation**  
R.C. 3503.16, 3505.18; 181, 182, 183.

Precinct: \_\_\_\_\_  
Party: \_\_\_\_\_

Full Name  
Required 1 First name John Middle Name \_\_\_\_\_  
Print clearly. Last name Doe Suffix \_\_\_\_\_  
Example: Sr., Jr., III, etc.

Date of Birth  
Required 2 Date of Birth 01/01/1950  
M M D D Y Y Y Y

Current Ohio address  
Required 3 Street address (not P.O. Box) 1 Main Street  
City / Village Hamilton ZIP 45013

Former address  
Not required 4 If you do not provide your former address it will not cause your ballot to be rejected.  
If you do not complete this step, it will not cause your ballot to be rejected.  
Have you moved without updating your voter registration? ☒ NO ☐  
Street address (not P.O. Box) 2 Elm Street  
City / Village Fairfield State OH ZIP 45014

Identification  
Required Do ONE of the following:  
• Write your full Ohio driver's license or state identification card number, or  
• Write the last four digits of your Social Security number, or  
• Check the box next to the form of identification you showed to the precinct election official.  
5 Your Ohio driver's license number or state identification card number ..... 2 letters followed by 6 numbers  
Last four digits of your Social Security number ..... 0011  
Military identification card ..... ☐  
Current (within the last 12 months) utility bill, bank statement, government check, paycheck or other government document, other than a notice of voter registration mailed by a board of elections, that contains your name and current address ..... ☐  
Photo identification that was issued by the United States government or the State of Ohio, that contains your name and current address (or your former address if the identification is an Ohio driver's license or state identification card), and that has an expiration date that has not passed ..... ☐

Affirmation  
Required 6 I solemnly swear or affirm, under penalty of election falsification, that:  
• I am a citizen of the United States and will be at least 18 years of age at the time of the general election.  
• I have lived in this state for 30 days immediately preceding this election in which I am voting this ballot.  
• I am a registered voter in the precinct in which I am voting this provisional ballot.  
• I am eligible to vote in the election in which I am voting this provisional ballot.  
• I understand that, if the information I provide on this provisional ballot affirmation is not fully completed and correct, the board of elections determines that I am not registered to vote, a resident of this precinct, or eligible to vote in this election, or if the board of elections determines that I have already voted in this election, my provisional ballot will not be counted.  
• I understand that, if I am not currently registered to vote or if I am not registered at my current address or under my current name, this form will serve as an application to register to vote or update my registration for future elections, as long as I provide all of the information required to register to vote or update my registration.  
• I understand that knowingly providing false information is a violation of law and subjects me to possible criminal prosecution.  
• I hereby declare, under penalty of election falsification, that the above statements are true and correct to the best of my knowledge and belief.  
Signature X John Doe  
Today's date 11/04/2014  
M M D D Y Y Y Y

**NEW: Make sure Check In Judge wrote Precinct and Party.**

**1. Voter Must Print Name**

**2. Voter must write date of birth**

**3. Repeat Voter's Current Address back to make to ensure they listed the correct address not the previous address.**

**4. If address change, voter must check box may provide former address.**

**5. Voter must provide ID. Voter may write DL# of State ID#, Last 4 digits of SS#, or check the box indicating which ID they are showing you.**

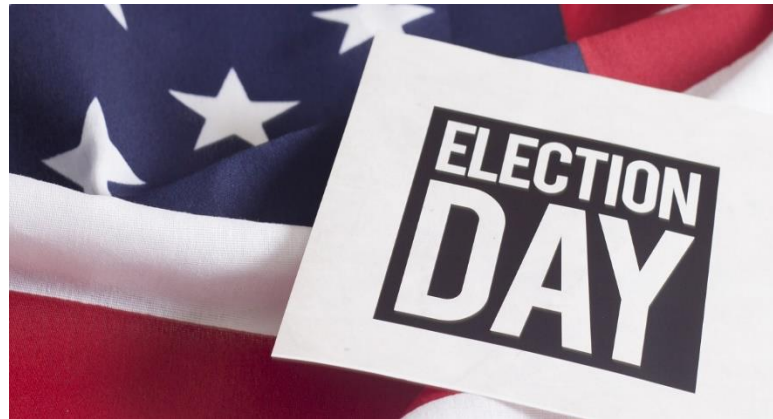
**Voter Must Sign Name**

**PEO Initials**



# Check-in Judges

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# Types of Voters



## Regular Voters

- Any voter who meets all of the following requirements:
  - Name and address current in e-poll book, OR
    - Voter has legal proof of name change
    - Voter moved within the same precinct
  - Is at the correct polling location
  - Has no Red Code in e-poll book
  - Has proper identification (see page 13/85)
- NOTE: Regular voters can vote on ICX units or on paper.



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# Types of Voters

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## Provisional Voters

Any voter who can't be confirmed at the polling location because:

- Has no proper ID
- Has changed name and doesn't have legal proof
- Has a Red Code in E-poll book indicating absentee ballot issued or Voter Notification Card returned undeliverable
- Has moved to a new precinct and didn't update registration
- Is at the wrong location and refuses to go to the correct location
- Is not listed anywhere in the e-poll book.

Remember: A Provisional Voter **MUST** receive a yellow envelope and the correct **ballot**!



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# Key Guidelines for Provisional Voters

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**Yes, provisional ballots are counted.**

- The information on the Yellow Provisional Envelope is used to confirm a voter's eligibility. It also treats as a voter registration card.
- Once a voter's eligibility is confirmed, the provisional ballot is counted in the Official Count of the election.

**Provisional envelopes must be completed correctly and provisional voters must vote in the correct place or their vote will not count.**

- Check-In Judges must ensure voters are in the correct polling place.
- Voters must complete the information on the Envelope correctly or their vote won't count.
- Provisional Review Judges must carefully check to ensure the voter completed everything required.
- Use the laminated template to review all provisional envelopes to ensure the voters complete everything required.



# Lost Voters



Voters at the wrong polling location must go to the correct location.

- Email, text or print them a receipt from the E-Poll Book to send them to the right place.

Remind any voter who insists on voting at the wrong location that votes cast in the wrong polling location WILL NOT count.



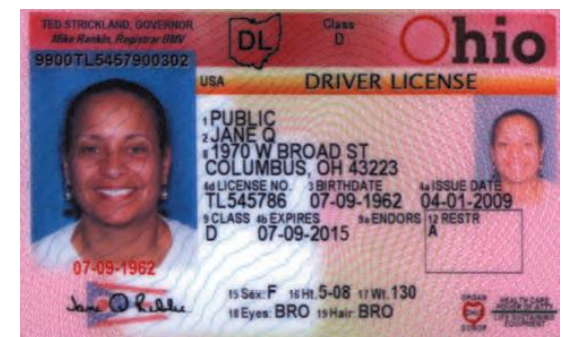
# Acceptable Voter ID

(Page 85; and Refer to Appendix Page 86-89)

## Photo ID:

- Issued by the U.S. government or state of Ohio
- Must meet following criteria:
  - Not expired
  - Has voter's name unless voter has legal proof of a name change to complete Form 10-L
  - Has voter's current address unless it is an Ohio Driver's License or State ID

**Remember:** OH Driver's License or State ID MAY have an old address.





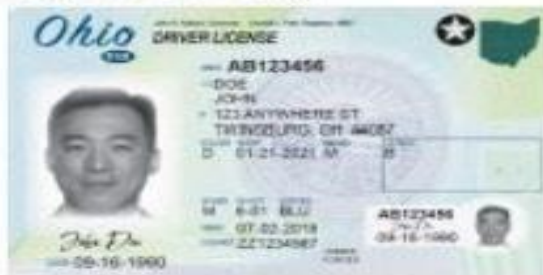
# Acceptable Voter ID

## New Ohio Drivers License

Below are images of a compliant and standard driver's license or state identification card:

### FRONT OF COMPLIANT DRIVER LICENSE

*(Star in upper right-hand corner indicates federally compliant driver license)*

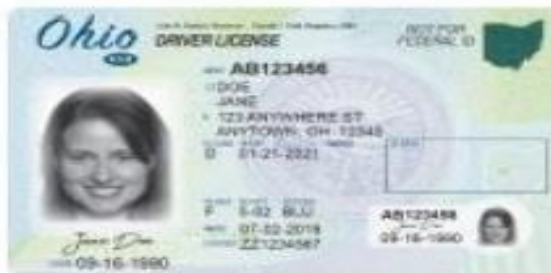


### BACK OF COMPLIANT DRIVER LICENSE



### FRONT OF STANDARD DRIVER LICENSE

*(No star in upper right-hand corner indicates a non-federally compliant driver license)*



### BACK OF STANDARD DRIVER LICENSE





# Acceptable Voter ID

## Military ID

- Military ID cards or copies of them are okay even if the voter's name and address is not on the card.







# Acceptable Voter ID

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## Non-Photo ID

- Must contain voter's correct name and current address
  - Unless voter has legal proof of a name change for Form 10-L
- Must be current within one year
- May be original document, copy, or displayed on electronic device

## Types of Valid Non-Photo ID

- Utility bills
- Bank Statements
- Government Checks
- Paychecks or direct deposit receipts
- Other Government Document (for example:) Letter or notice
- Tax bill
- College/university/community college transcript or grade report



# Samples of Valid Non-Photo ID



Account Number 1111-2222-33-4

70 09

Date Due	Amount Due
Mar 7, 2012	\$ 192.39

\$ HeatShare Contribution (for Customer Assistance) Amount Enclosed

Duke Energy Customer  
123 Any Address  
Any City, OH 45784

PO Box 1326  
Charlotte NC 28201 1326

400 00000192392 87302083035 030720121 00000195286

Page 1 of 3

Name/Service Address	For Inquiries Call	Account Number
Duke Energy Customer 123 Any Address Any City, OH 45784	Duke Energy 513-421-9500 1-800-544-6900 Duke Energy Retail 1-877-331-3045	1111-2222-33-4 123450005102222

Mail Payments To	Account Information
PO Box 1326 Charlotte NC 28201-1326	Payments after Feb 14 not included Last payment received Feb 02 Bill prepared on Feb 14, 2012 Next meter reading Mar 13, 2012

Meter	Number	Reading Date From	To	Days	Meter Reading Previous	Present	Usage
Gas	001001322	Jan 13	Feb 13	31	171	292	121
Elec	100235544	Jan 13	Feb 13	31	4956	5843	887

Gas - Residential	
Usage - 121 CCF	
Duke Energy - Rate FTRS	\$ 38.75
Duke - Rate DG01	50.55
Energy Retail	
Current Gas Charges	\$ 89.30

Electric - Residential	
Usage - 887 kWh	
Duke Energy - Rate RS	\$ 43.12
Duke - Rate DE50	56.68
Energy Retail	
Current Electric Charges	\$ 99.80

Gas - Residential  
Usage - 887 kWh



September 01, 2016

6657 Burlington Dr  
West Chester, OH 45069-4351

Dea

This is to confirm that your current Miami University Address is below.

This also validates that your housing fees at Miami University cover utilities at this location. For purposes of voting or registering in Ohio, this letter can serve to establish both your identity and your current address

6657 Burlington Dr  
West Chester, OH 45069-4351

Sincerely,

*David M. Sauter*

David M. Sauter  
University Registrar

*Mike Curme*

Mike Curme  
Assoc VP & Dean of Students



The background of the slide is a stylized American flag, featuring the stars and stripes in a slightly blurred, artistic manner. The stars are white on a blue field, and the stripes are red and white.

# Unacceptable Voter ID

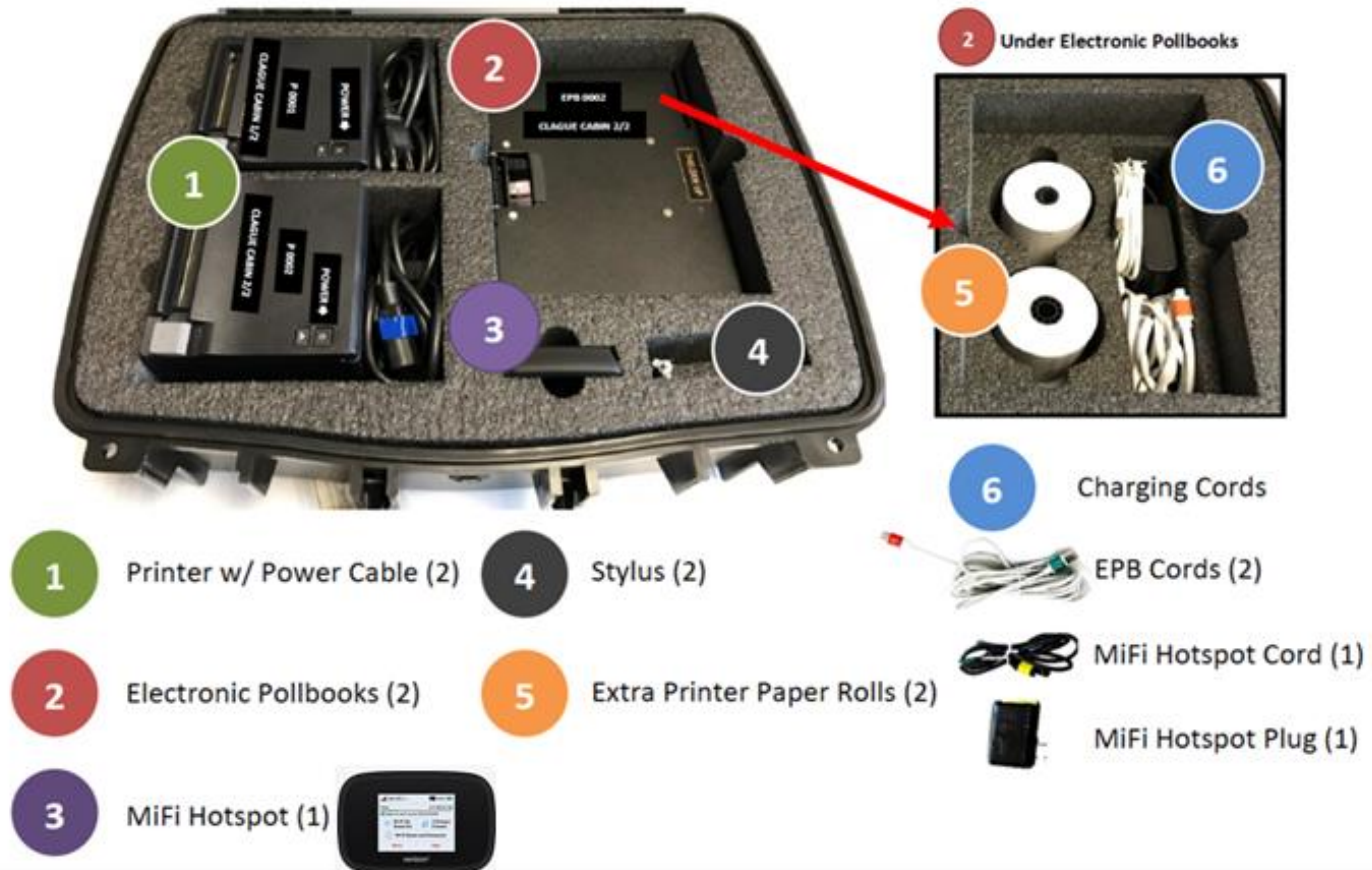
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- Driver's License or photo ID issued by a different state
- Social Security Card
- U.S. Passport
- Birth Certificate (unless voter still lives in house where he or she was born and it contains the voter's address)
- Insurance Cards
- Registration notice from Board of Elections. Other documents from the Board of Elections are valid as government documents.



# Set Up E-Poll Books

## Electronic Pollbook Transport Case Diagram





# Mandatory Sequence: Set up MiFi Device

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Plug in and turn on  
the MiFi Device

1 per location

LS only to set-up





# Mandatory Sequence: Set up Printers

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Plug in and turn on the Printers

Match Printer number to number on front of E-Poll Book Tablet





# Mandatory Sequence: Set Up iPad

Set Up and turn on the Touchpad

Use grey power button to turn on - if needed, touch home button





# Set Up iPad (continue)

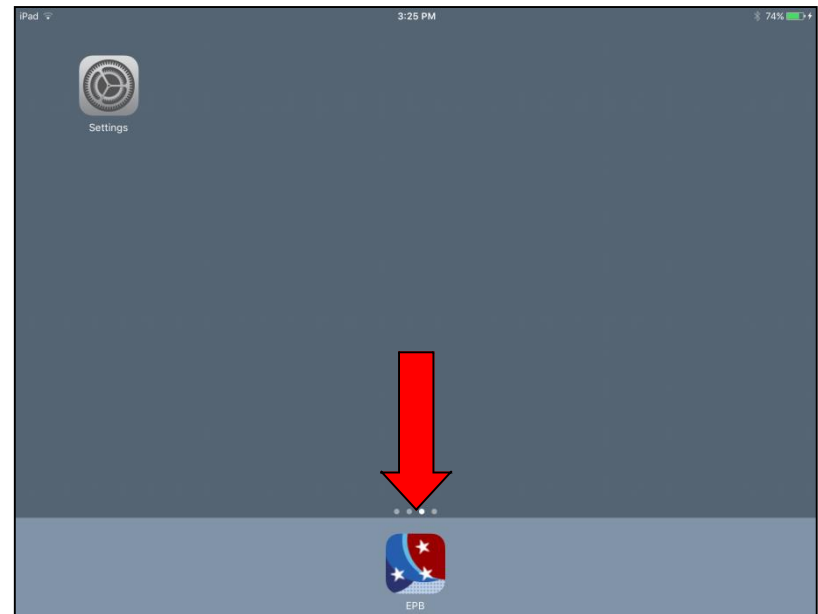


**STOP! Don't plug the power cord into the Touchpad yet.**



# Touch EPB

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The background of the slide is a stylized American flag, featuring a blue field with white stars on the left and red and white horizontal stripes on the right.

# All PEOs Sign into E-Poll Book

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Choose One Touchpad to sign in PEOs.

You must sign in and out on the same touchpad.

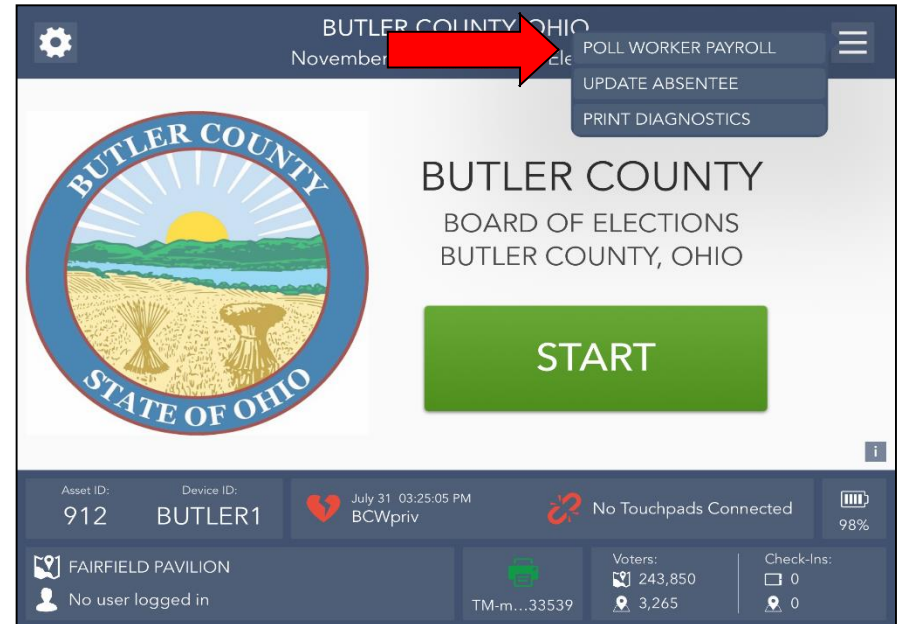
Touch the e-poll book icon to launch the e-poll book.

**IMPORTANT: If a PEO doesn't clock in & out it could put a delay in getting paid!**







# Signing Into E-Poll Book

From the Start screen, touch the Blue Menu button in the upper right. Select Poll Worker Payroll.





# All PEOs Sign In – Only use One E-Poll Book

 Payroll    98%


BACK

HOME

19 worker(s) found

08/01/2017

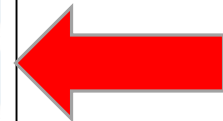
ADD WORKER



Page 1 of 4

NEXT PAGE

ANDERSON, HARLINE JUDGE (R)	Sign In
BOKENO, DANIEL GUIDE (D)	Sign In
CALLENDER, ANALISA JUDGE (R)	Sign In
CUSICK, JOHN JUDGE (D)	Sign In
DANIELS, WALKER JUDGE (R)	Sign In
FLANNIGAN, DENNIS JUDGE (R)	Sign In





# Verify Information is Current

Verify your name, address, and phone number are correct.

- Touch the Red button if any edits are needed.

Touch the Green button to continue to the Oath screen.

The screenshot shows a mobile application interface titled "Payroll". At the top, there is a status bar with a gear icon, a heart icon, a battery icon, and the text "98%". Below the status bar, there are two blue buttons labeled "BACK" and "HOME", and a date field showing "08/01/2017". The main content area is divided into two sections. The first section, titled "Your name here", contains a light blue box with the text "Address 5142 PLEASANTDALE TER FAIRFIELD, 45014" and "Phone Number Not on file". The second section, titled "Is all of your information correct?", contains two buttons: a red button labeled "NO, NEEDS CHANGES" and a green button labeled "YES, CONTINUE".



# Sign the Oath Statement

Read the oath and sign in the space marked using a stylus. Then touch the Green I Accept button.

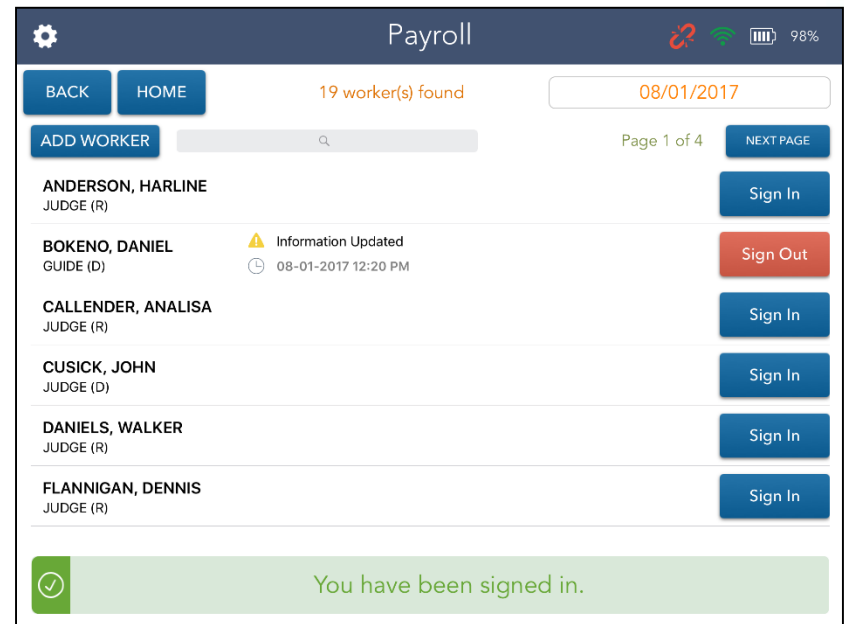
The screenshot shows a mobile application interface for signing an oath statement. At the top, there is a dark blue header bar with a gear icon on the left, the word "Payroll" in the center, and icons for help, heart, and battery status on the right. Below the header, there are two blue buttons labeled "BACK" and "HOME". To the right of these buttons is a date field showing "08/01/2017". The main content area is titled "OATH" and contains a text block with the following text: "I do solemnly swear or affirm under the penalty of perjury that I will support the Constitution of the United States of America and the Constitution of the State of Ohio and its laws; that I have not been convicted of a felony or any violation of the election laws; that I will discharge, to the best of my ability, the duties of The Precinct Election Official in and for this precinct at the election to be held on 11/07/2017 as required by law and the rules and instructions of the Board of Election of said County; and that I will endeavor to prevent fraud in such election, and will report immediately to said board any violations of the election laws". Below the text block, there is a yellow button labeled "CLEAR" with a close icon, a blue button labeled "Please sign below", and a green button labeled "I ACCEPT" with a checkmark icon. At the bottom of the screen, there is a blue bar with the text "Please sign above" and a light blue bar with the name "DANIEL BOKENO".



# Signing in on E-Poll Book

Repeat the process for all PEOs.

If you are a replacement worker who does not appear on the list assigned to your location, see your Location Supervisor to confirm that you should be at that location. Touch Add Worker button.



The screenshot shows the 'Payroll' app interface. At the top, there's a header with a gear icon, the title 'Payroll', and a battery status of 98%. Below the header, there are navigation buttons: 'BACK' and 'HOME'. To the right of these buttons, it says '19 worker(s) found' and a date '08/01/2017'. Below the navigation buttons, there's an 'ADD WORKER' button and a search bar. To the right of the search bar, it says 'Page 1 of 4' and a 'NEXT PAGE' button. The main list shows six workers: ANDERSON, HARLINE (JUDGE (R)), BOKENO, DANIEL (GUIDE (D)), CALLENDER, ANALISA (JUDGE (R)), CUSICK, JOHN (JUDGE (D)), DANIELS, WALKER (JUDGE (R)), and FLANNIGAN, DENNIS (JUDGE (R)). Each worker has a 'Sign In' button. The 'Sign In' button for BOKENO, DANIEL is red and says 'Sign Out'. At the bottom, there's a green bar with a checkmark icon and the text 'You have been signed in.'

Worker Name	Role	Action
ANDERSON, HARLINE	JUDGE (R)	Sign In
BOKENO, DANIEL	GUIDE (D)	Sign Out
CALLENDER, ANALISA	JUDGE (R)	Sign In
CUSICK, JOHN	JUDGE (D)	Sign In
DANIELS, WALKER	JUDGE (R)	Sign In
FLANNIGAN, DENNIS	JUDGE (R)	Sign In



# What if you are a substitute worker?

LS will call the Board of Elections to verify you are at the correct polling location.

A list of substitute workers will display. Touch your name to highlight and then touch Continue.

If it does not appear, touch the “I Am Not on the List” button.

The screenshot shows the 'Payroll' application interface. At the top, there's a dark blue header bar with a settings gear icon on the left, the word 'Payroll' in the center, and status icons (signal, Wi-Fi, battery at 98%) on the right. Below the header is a sidebar menu with buttons: 'BACK', 'HOME', 'ADD', 'AN JUD', 'BO GUI', 'CA JUD', 'CU JUD', 'DA JUD', and 'FLA JUD'. The main content area is titled 'Add Worker'. It features a search bar with a magnifying glass icon, a list of five empty rows for selecting a worker, a red button labeled 'I AM NOT ON THE LIST', and a light blue instruction box that reads: 'Select name from list and touch CONTINUE. If your name is not on the list, touch the red 'I AM NOT ON THE LIST' button.' At the bottom of the main area are two buttons: 'CANCEL' (red with a white 'X') and 'CONTINUE' (green with a white checkmark). At the very bottom of the screen, there's a green checkmark icon and the text 'You have been signed in.'



# Signing In As A Substitute

Select your assignment.

The screenshot displays a mobile application interface for a payroll system. At the top, there's a dark blue header with a gear icon, the word 'Payroll', and a battery status indicator showing 98%. Below the header, there are navigation buttons: 'BACK' and 'HOME'. A status bar indicates '19 worker(s) found' and the date '08/01/2017'. A search bar with a magnifying glass icon is present, along with a 'NEXT PAGE' button. A list of workers is shown, including Anderson, Harline (Judge R), Bokeno, Daniel (Guide D), Callender, Anal (Judge R), Cusick, John (Judge D), Daniels, Walker (Judge R), and Flannigan, Dennis (Judge R). A 'Sign In' button is next to each worker's name. A 'Select Assignment' dialog box is open, showing a dropdown menu with options: GUIDE, JUDGE, LOCATION SUPERVISOR, and DESIGNATED JUDGE. A 'CONTINUE' button is visible. At the bottom, a green checkmark icon and the text 'You have been signed in.' are displayed.



# Signing In As A Substitute

Verify your information is correct, or if needed, add your name, address, phone number and party. Touch Continue to sign the Oath Statement.

Once all PEOs have completed the check in and signed the oath statement, touch the Home button to return to the Start screen.

The screenshot shows the 'Payroll' app interface. At the top, there's a dark blue header with a gear icon, the word 'Payroll', and status icons (signal, Wi-Fi, battery at 98%). Below the header are two blue buttons: 'BACK' and 'HOME'. To the right of these buttons is a date field showing '08/01/2017'. The main form area contains several input fields: 'First Name', 'Middle Name', 'Last Name', 'Phone Number', 'Address', 'City', 'Zip Code', and 'Party' (a dropdown menu). A green 'CONTINUE' button with a white checkmark icon is positioned to the right of the 'Party' field. At the bottom, a light blue informational banner with an 'i' icon contains the text: 'Enter your information above and touch CONTINUE button to save and check in.'



# LS Scans Absentee List

LS completes this task:

(LS may assign a PEO)

Select Update Absentee from the Blue Menu on the Start screen.

Note: it is only necessary to do this on one e-poll book in your location.

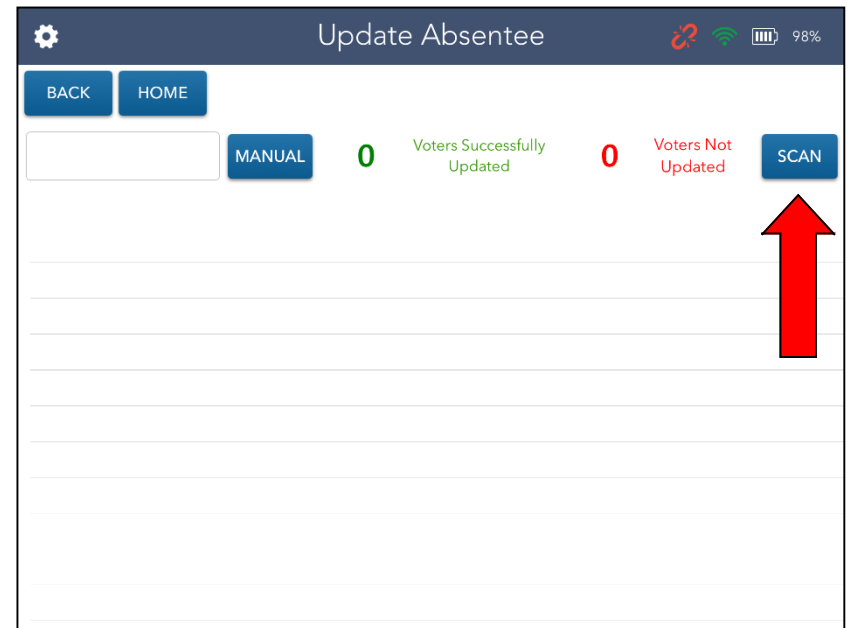




# LS Scans Absentee List

Touch the Scan button


Hold the bar code located under the camera on the e-poll book.





# Scanning Absentee Lists

BUTLER COUNTY, OHIO					
Date Printed: 07/21/2017					
May 2, 2017 May 2, 2017 Primary Election					
36/144					
<b>Absentee Supplemental Updates</b>					
Location: FAIRFIELD PAVILION   5251 DIXIE HWY   FAIRFIELD					
521829	Alice Agymang	Abs Req Dt: 01/01/1901	620585	AYSHA RAMSEY	Abs Req Dt: 01/01/1901
587072	KAMIKA BYRD	Abs Ret Dt: 01/01/1901	448377	SANDRA THOMPSON	Abs Ret Dt: 01/01/1901
233207	JUDITH LUMAN	Abs Req Dt: 01/01/1901	383100	SHERRI ZIMMERMAN	Abs Ret Dt: 01/01/1901
587308	ALLYSON MARKHAM	Abs Ret Dt: 01/01/1901	612600	JACKALIN BUCK	Abs Req Dt: 01/01/1901
632596	SANDRA MCLENDON	Abs Ret Dt: 01/01/1901	629417	HALEY CAUDILL	Abs Ret Dt: 01/01/1901
637204	REBEKKAH MORRIS	Abs Req Dt: 01/01/1901	302561	GERILYN CRULL	Abs Ret Dt: 01/01/1901
249386	ELLA NEFF	Abs Ret Dt: 01/01/1901	448031	KAREN GONZALES	Abs Req Dt: 01/01/1901
621308	HEATHER NELL	Abs Ret Dt: 01/01/1901	580461	ALAN HILTON	Abs Ret Dt: 01/01/1901
631694	KINGSLEY AMOAKO ATTA	Abs Req Dt: 01/01/1901	568191	ALEXANDRIA JOHNSON	Abs Ret Dt: 01/01/1901
370202	INTISAR ANDERSON	Abs Ret Dt: 01/01/1901	638188	JEREMY LARKIN	Abs Req Dt: 01/01/1901
573962	RYAN BOYKIN	Abs Ret Dt: 01/01/1901	632524	GEORGE OBENG	Abs Ret Dt: 01/01/1901
240077	RUTH CASTELAN	Abs Req Dt: 01/01/1901	345413	KATHY OLER	Abs Ret Dt: 01/01/1901
316829	KATHLEEN CONRAD	Abs Ret Dt: 01/01/1901	692	MARY OLIVER	Abs Req Dt: 01/01/1901
577314	THERESA DAWSON	Abs Ret Dt: 01/01/1901	693	ODUS OLIVER	Abs Ret Dt: 01/01/1901
598956	ANGELA DUBOIS	Abs Req Dt: 01/01/1901	612659	DANIEL ROSS	Abs Ret Dt: 01/01/1901
403591	JACOB EAPEN	Abs Ret Dt: 01/01/1901	374462	LINDA SCOTT	Abs Req Dt: 01/01/1901
473853	BYRON HAWKINS	Abs Ret Dt: 01/01/1901	438094	RYAN STERLE	Abs Ret Dt: 01/01/1901
538034	WILLIAM LANDRY	Abs Req Dt: 01/01/1901	363718	REGINA TAYLOR	Abs Ret Dt: 01/01/1901
462080	CRISTINA MEJIAS LOPEZ	Abs Ret Dt: 01/01/1901	402710	CATHY WASHAM	Abs Req Dt: 01/01/1901
553509	ALICE POLLARD	Abs Ret Dt: 01/01/1901	628742	KERI WINTER	Abs Ret Dt: 01/01/1901
611585	JARRAN RAMSEY	Abs Req Dt: 01/01/1901	185130	AMY WOLFF	Abs Ret Dt: 01/01/1901



Barcode

f 54 Voters

☐ Scanned



# Scanning Complete

Update Absentee

BACK

HOME

Manual

5 Voters Succesfully Updated

0 Voters Not Updated

Scan

168121	BELL, RUFUS	12/06/1930	✓ Voter Successfully Updated
168294	JACKSON, YVONNE	05/07/1946	✓ Voter Successfully Updated
150595	LOURY, LORETTA	01/16/1936	✓ Voter Successfully Updated
189330	PHILPOT, BARBARA	08/29/1958	✓ Voter Successfully Updated
168411	PRUITT, EDNA	02/16/1930	✓ Voter Successfully Updated



The background of the slide is a stylized American flag, featuring a blue field with white stars on the left and red and white horizontal stripes on the right.

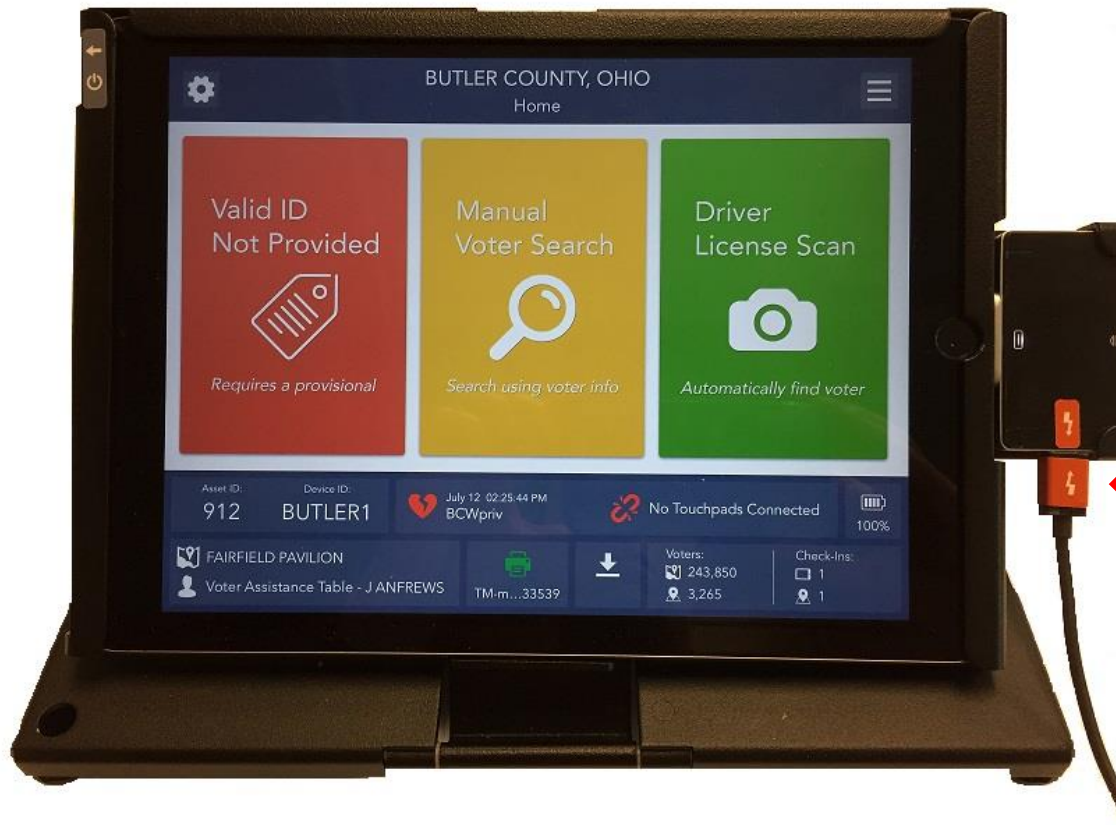
# Set Up Other Election Supplies

---

- Continue following your Checklists to set up all of your other election supplies.
- Diagrams on pages 64 thru 66 illustrate where to place supplies for easy access.
- When finished, all PEOs sign out on e-poll book.
  - Use the same e-poll book you used to sign in.
- LS **must** call Board of Elections to report location is set up.



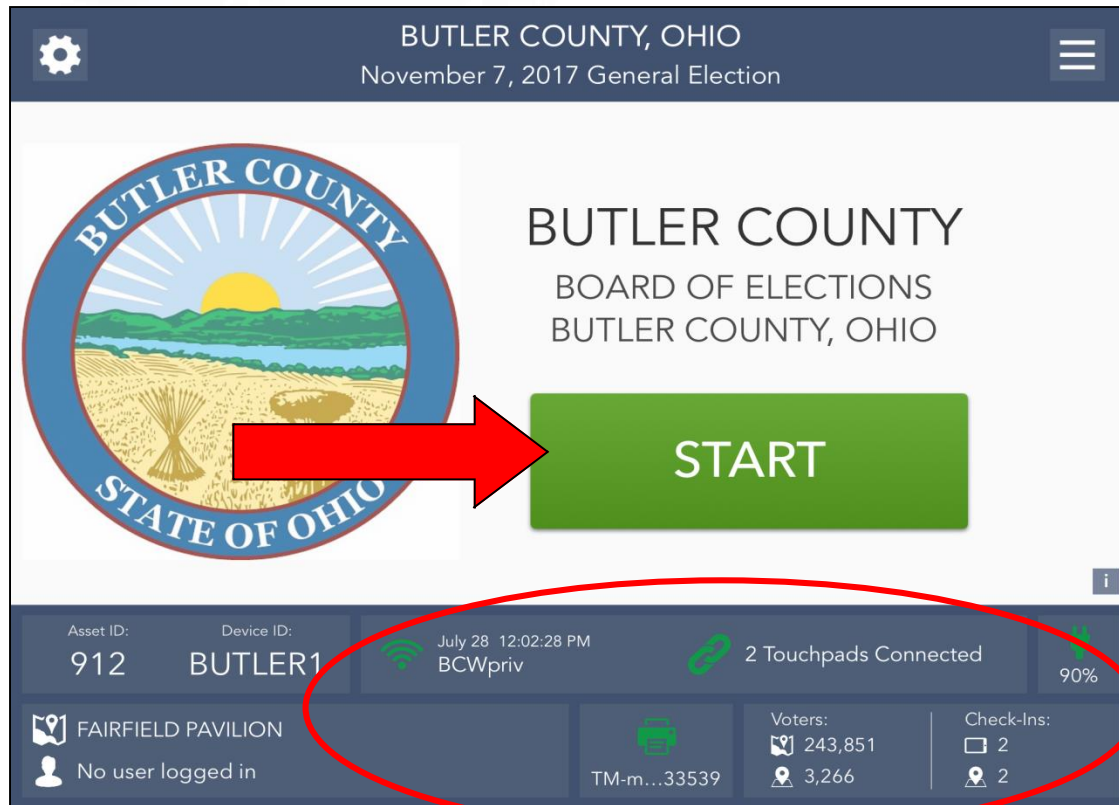
# NOW Plug Charging Cord into E-Poll Book



Watch Plug all day



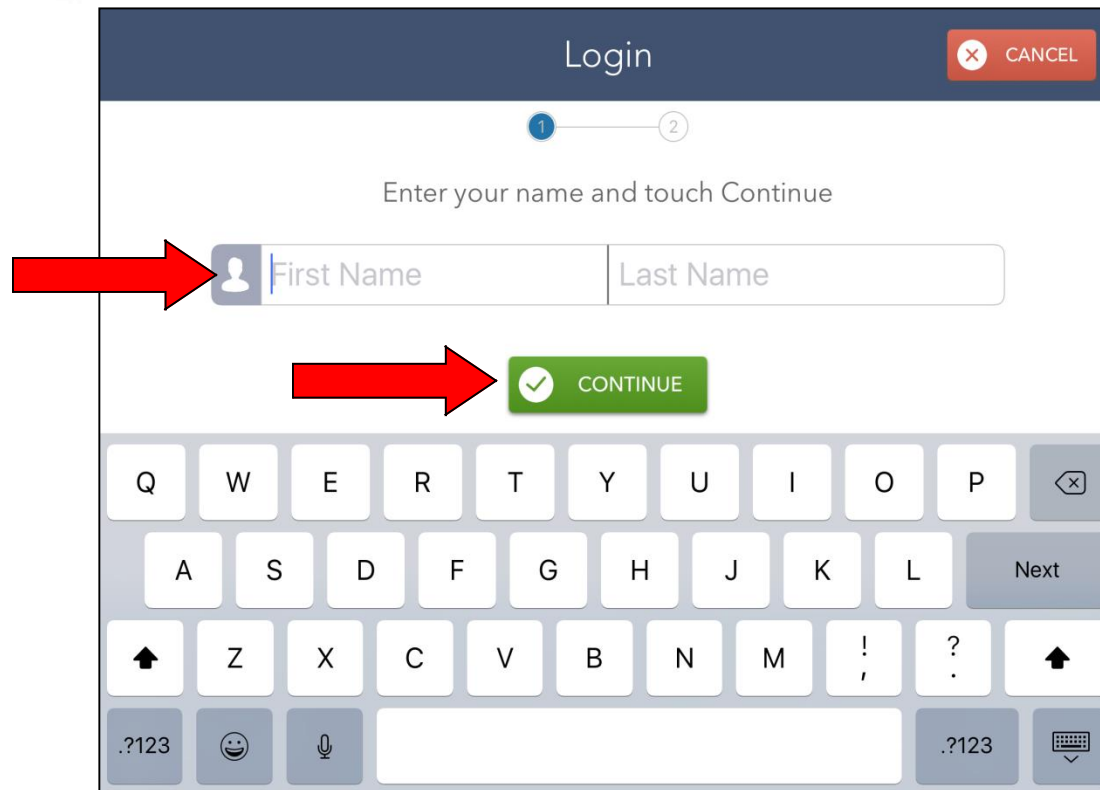
# Log Into E-Poll Books by 6am



All connections  
and power should  
be green



# Log Into E-Poll Books



The screenshot shows a mobile application interface for logging into E-Poll Books. At the top, there is a dark blue header with the word "Login" in white. To the right of the header is a red button with a white "X" icon and the word "CANCEL" in white. Below the header, there is a progress indicator with two circles; the first circle is blue and contains the number "1", and the second circle is grey and contains the number "2". Below the progress indicator, the text "Enter your name and touch Continue" is displayed. The main input area consists of two text boxes: "First Name" and "Last Name". A red arrow points to the "First Name" input field, which has a small blue icon of a person to its left. Below the input fields is a green button with a white checkmark icon and the word "CONTINUE" in white. A red arrow points to this "CONTINUE" button. At the bottom of the screen, a standard QWERTY keyboard is visible, with a "Next" button to the right of the keyboard.



# IMPORTANT: Answer YES

Login

CANCEL

1

2

Is this ePollbook being used at the VAT table?

CANCEL

NO

YES

Asset ID:  
912

Device ID:  
BUTLER1

July 28 12:02:28 PM  
BCWpriv

2 Touchpads Connected

90%

FAIRFIELD PAVILION

No user logged in

TM-m...33539

Voters:  
243,851  
3,266

Check-Ins:  
2  
2

Voter Assistant Table



# Enter LS and DJ Passwords

The image shows a login interface for a device. At the top, the word "Login" is centered in a dark blue header, with a red "CANCEL" button on the right. Below the header, a progress indicator shows three steps, with the third step (a blue circle with the number 3) being active. The text "This device is currently locked. Enter both passwords and touch the UNLOCK DEVICE button." is displayed. There are two password input fields, each containing seven black dots. The first field has a key icon on the left, and the second field has a lock icon on the right. Below the input fields are two buttons: a red "BACK" button with a left arrow and a green "UNLOCK DEVICE" button with a lock icon. At the bottom, a virtual keyboard is visible, featuring a numeric row, a row with symbols like hyphen/slash, colon/semicolon, parentheses, dollar sign, ampersand, and at-sign, a row with hash/equals, undo, period/comma, question mark/exclamation mark, apostrophe/quotation mark, and another hash/equals, and a bottom row with "ABC", a long text input field, another "ABC", and a keyboard icon.



# Verify Printer is Found

Login

PRINTER 'TM-m30\_033539' FOUND

Touch 'TEST PRINTER' to check if printer is working.

TEST PRINTER

✓

CONTINUE

912 BUTLER1

BCWpriv

2 Touchpads Connected

90%

FAIRFIELD PAVILION

No user logged in

TM-m...33539

Voters:

243,851

3,266

Check-Ins:

2

2



# The E-Poll Book Launchpad

The screenshot displays the Butler County, Ohio E-Poll Book Launchpad interface. The top header bar is dark blue with a gear icon on the left, the text "BUTLER COUNTY, OHIO" and "Home" in the center, and a hamburger menu icon on the right. Below the header are three large, colorful tiles: a red tile for "Valid ID Not Provided" with a tag icon and the note "Requires a provisional"; a yellow tile for "Manual Voter Search" with a magnifying glass icon and the note "Search using voter info"; and a green tile for "Driver License Scan" with a camera icon and the note "Automatically find voter". The bottom section is a dark blue status bar containing several widgets: "Asset ID: 912" and "Device ID: BUTLER1"; a heart icon with the text "July 26 11:12:32 AM BCWpriv"; a green link icon with "2 Touchpads Connected"; a battery icon showing "100%"; a location pin icon with "FAIRFIELD PAVILION"; a person icon with "Voter Assistance Table - JOCELYN BUCARO"; a printer icon with "TM-m...33539"; a voters icon with "243,851" and "3,266"; and a check-in icon with "0" and "0".

BUTLER COUNTY, OHIO  
Home

**Valid ID Not Provided**  
  
*Requires a provisional*

**Manual Voter Search**  
  
*Search using voter info*

**Driver License Scan**  
  
*Automatically find voter*

Asset ID: 912    Device ID: BUTLER1    July 26 11:12:32 AM BCWpriv    2 Touchpads Connected    100%

FAIRFIELD PAVILION    TM-m...33539    Voters: 243,851    Check-Ins: 0  
 Voter Assistance Table - JOCELYN BUCARO    3,266    0



# The Blue Menu

The screenshot displays the Butler County, Ohio voter assistance interface. At the top, a dark blue header bar contains a gear icon, the text "BUTLER COUNTY, OHIO", and a "Home" link. A hamburger menu icon is on the right. Below the header, the main area features two large colored buttons: a red one labeled "Valid ID Not Provided" with a tag icon and the note "Requires a provisional", and a yellow one labeled "Manual Voter Search" with a magnifying glass icon and the note "Search using voter info". To the right of these buttons is a green button, partially obscured by a dropdown menu. This menu, titled "PRECINCT LOOKUP", lists options: "11 & 4 LIST", "SOIL/VOID BALLOT", "INCIDENT REPORT", "CHECK-IN LOGS", "HELP GUIDE", "PHONE NUMBERS", "UPDATE ABSENTEE", "RE-PRINT", "LOGOUT", and "VOTER NOT FOUND". The bottom status bar is divided into several sections: "Asset ID: 914" and "Device ID: BUTLER2"; a date and time display "August 17 10:54:18 AM" with a signal icon and "BCWpriv"; a red error icon and text "No Touchpads Connected"; a battery icon and "20%"; a location icon and "FAIRFIELD PAVILION"; a user icon and "Voter Assistance Table - JOCELYN BUCARO"; a printer icon and "No printer"; and two columns of statistics: "Voters: 256,315" and "3,304", and "Check-Ins: 0" and "0".

BUTLER COUNTY, OHIO  
Home

Valid ID Not Provided  
*Requires a provisional*

Manual Voter Search  
*Search using voter info*

PRECINCT LOOKUP  
11 & 4 LIST  
SOIL/VOID BALLOT  
INCIDENT REPORT  
CHECK-IN LOGS  
HELP GUIDE  
PHONE NUMBERS  
UPDATE ABSENTEE  
RE-PRINT  
LOGOUT  
VOTER NOT FOUND

Asset ID: 914 Device ID: BUTLER2  
August 17 10:54:18 AM BCWpriv  
No Touchpads Connected 20%

FAIRFIELD PAVILION  
Voter Assistance Table - JOCELYN BUCARO

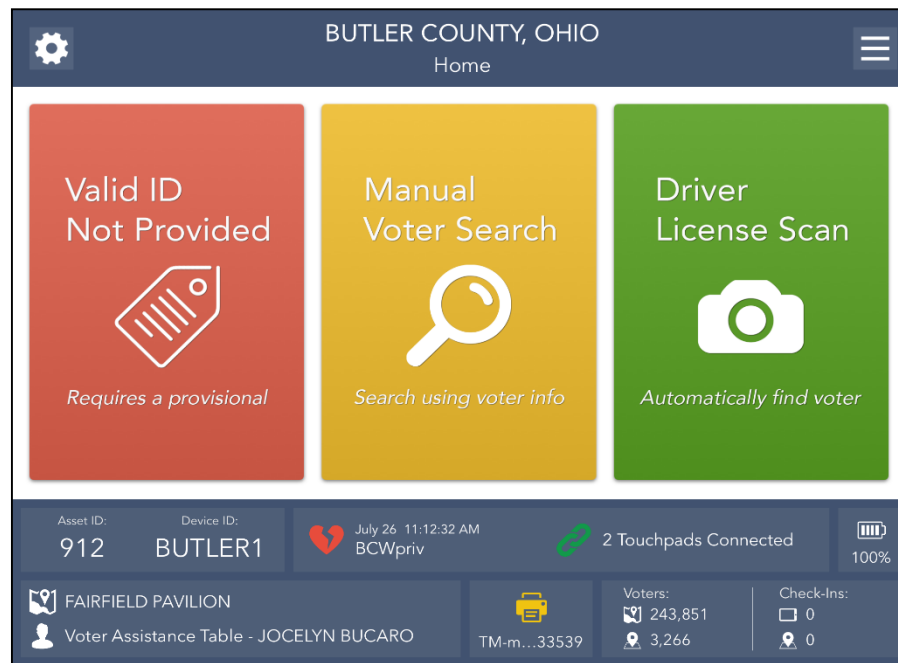
No printer

Voters: 256,315  
3,304

Check-Ins: 0  
0

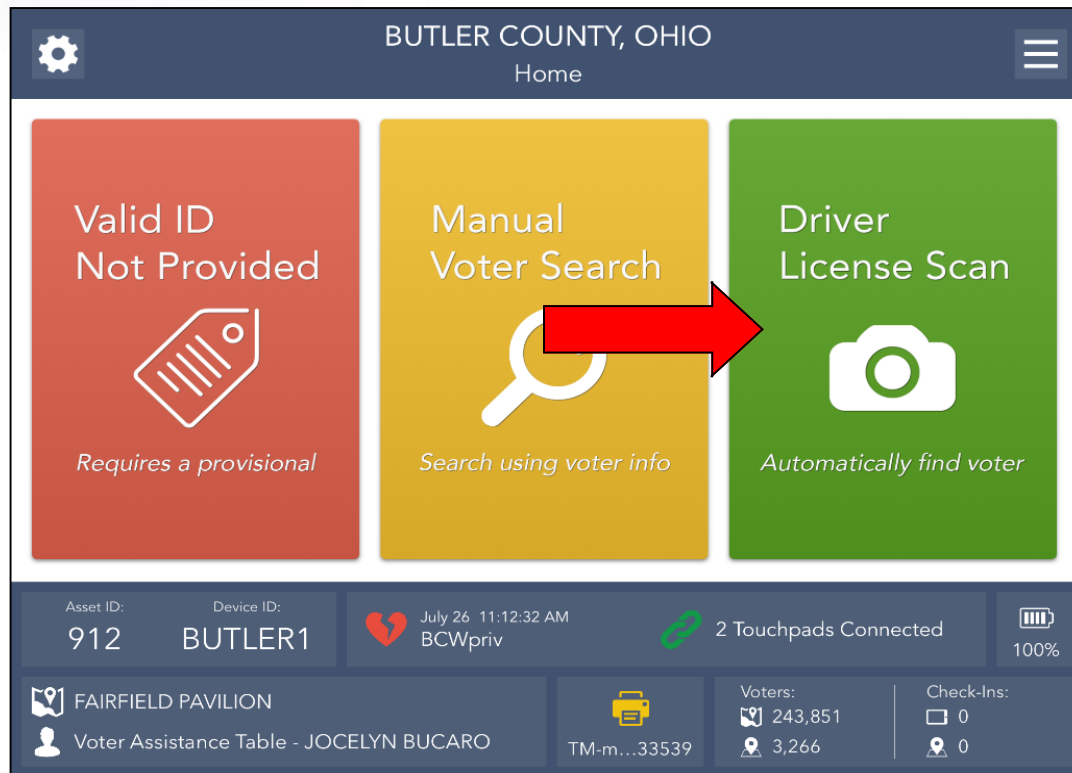


# Searching for Voters from the Launchpad



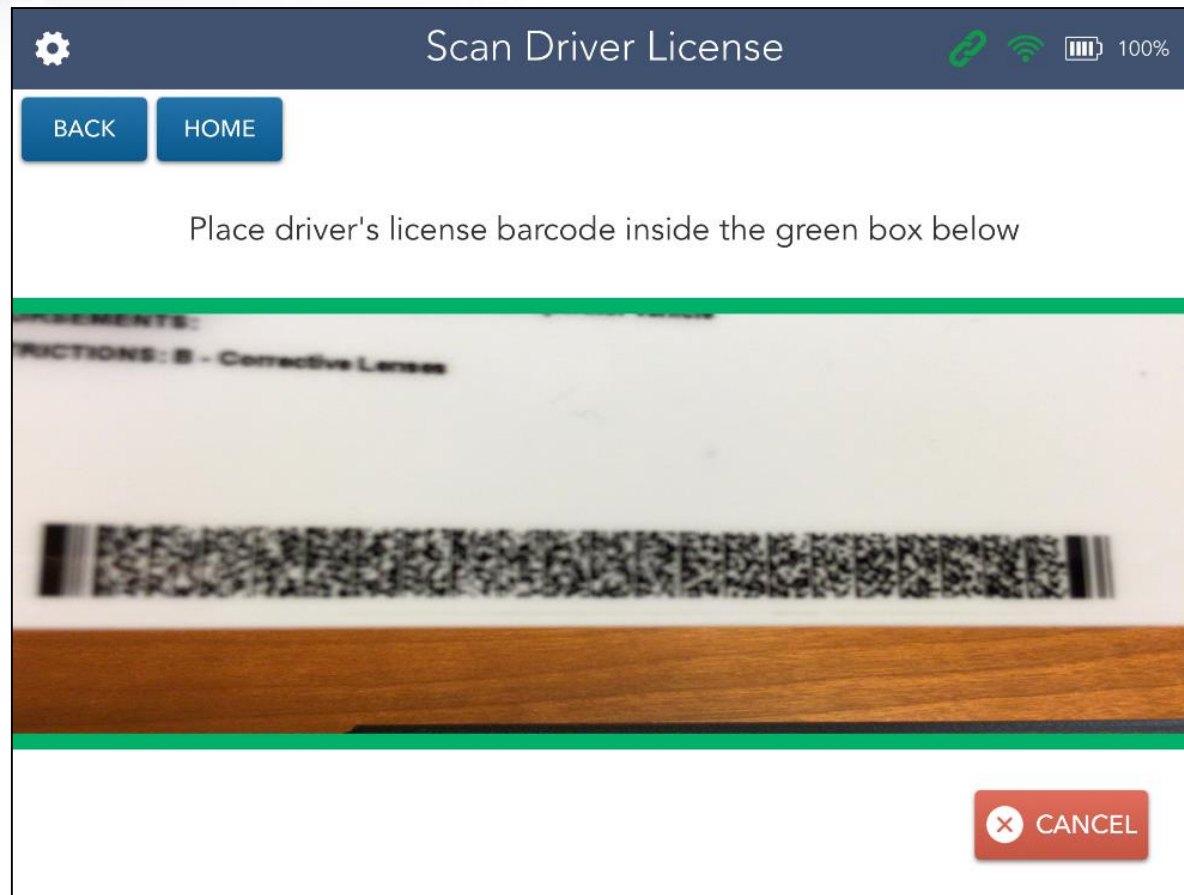


# Using the Green Driver's License Scan





# Scan Driver's License





# Ask: What is your name and current address?

TRAINING

Voter Eligibility

100% 10:31 AM

BACK

HOME

Name

CYNTHIA A EDMONDS

Birth Year

1974

Voter ID

537158

Address

5859 STILLWELL BECKETT RD  
OXFORD, 45056

Precinct - Split

REILY TWP 2

Party

0

✓

Voter is eligible to vote.

🔍

WRONG VOTER,  
SEARCH AGAIN

⚙️

MORE OPTIONS

✓

SELECT BALLOT



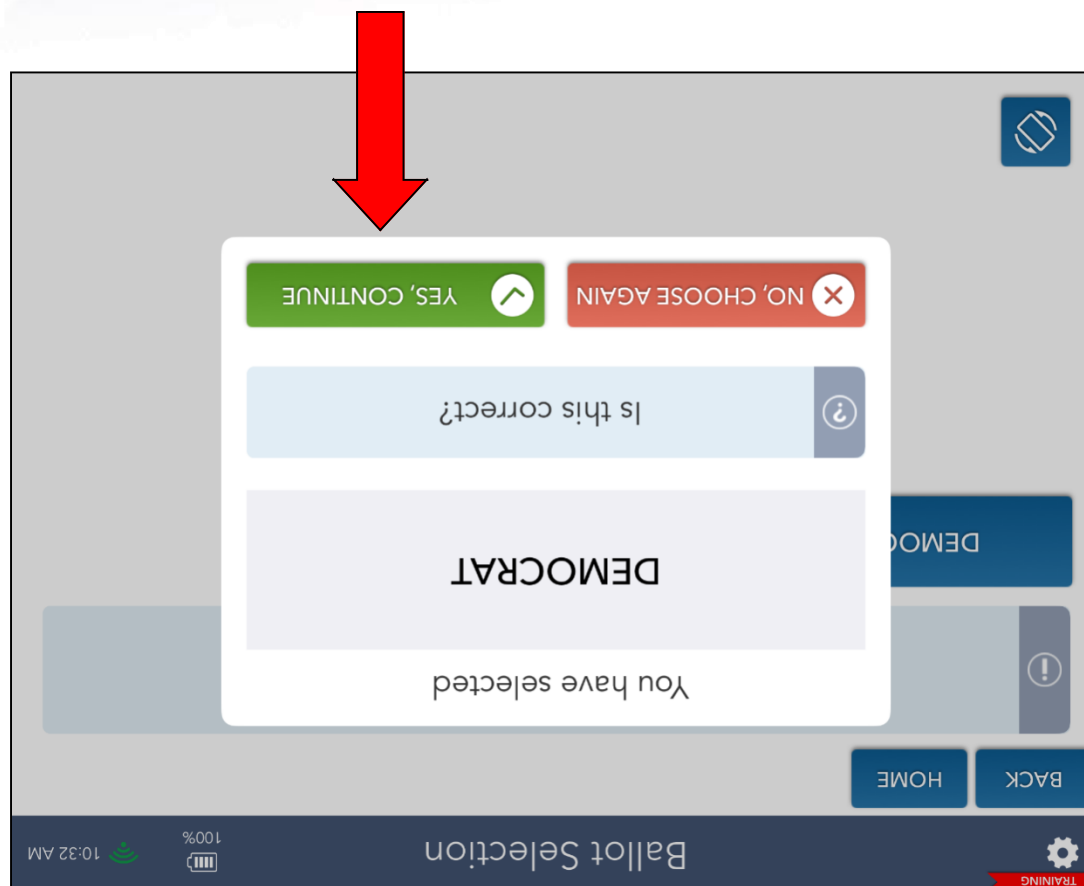


# Flip Screen; Voter Selects Party





# Voter Confirms Selection





# Voter then signs

The screenshot shows a mobile application interface for a voter's signature. At the top, there is a large, empty rectangular area for the signature, outlined by a red oval. Below this area, a horizontal line is followed by a large 'X' mark. The interface is divided into a header and a footer. The header, in a dark blue bar, contains the text 'Please sign below' in white. The footer, also in a dark blue bar, contains the text 'Voter Signature' in white. In the center of the screen, there is a white area with a green 'DONE' button on the left and a red 'CLEAR' button on the right. A large red arrow points from the 'DONE' button towards the signature line. Below the 'DONE' button, the text 'Birth Year' and '1974' are visible. Below the 'CLEAR' button, the text 'Name' and 'CYNTHIA A EDMONDS' are visible. At the bottom of the screen, there is a status bar with a battery icon, a signal strength icon, and a percentage '81%'. There are also 'BACK' and 'HOME' buttons in the footer area.



# Verify Signature and Issue Ballot

**TRAINING**

**Voter Signature**

100% 10:34 AM

**BACK** **HOME**

Name  
**CYNTHIA A EDMONDS**

Birth Year  
**1974**

Voter ID  
**537158**

Address  
**5859 STILLWELL BECKETT RD  
OXFORD, 45056**

Precinct - Split  
**REILY TWP 2**

Party  
**DEM**

**i** If current signature matches the signature on file, touch ISSUE BALLOT.  
If current signature does not match the signature on file, touch SIGNATURE MISMATCH.

**SIGNATURE ON FILE**

*Cynthia A. Edmonds*

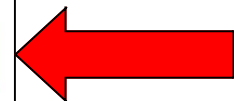
**CURRENT SIGNATURE**

**1**

**SIGNATURE MISMATCH**

**SIGN AGAIN**

**ISSUE BALLOT**





# Program Card

TRAINING

Issue Ballot

100%

10:35 AM

BACK

HOME

Name

CYNTHIA A EDMONDS

Birth Year

1974

Voter ID

537158

Address

5859 STILLWELL BECKETT RD  
OXFORD, 45056

Precinct - Split

REILY TWP 2

Party

DEM

Select ballot type

ICX Ballot

Paper Ballot

Ballot Style

224D

i

ICX Ballot Selected. Touch PROGRAM CARD  
and program the voter access card for the  
voter.

PROGRAM CARD



# Insert Voter Access Card

TRAINING

Issue Ballot

100% 10:37 AM

BACK HOME

Name CYNTHIA A EDMONDS Birth Year 1974 Voter ID 537158

Address 585 OX

Select

☐ Audio Ballot

Ready to write Voter Access Card

☒ CONTINUE

PROGRAM CARD



# Touch Continue to Program Card

Issue Ballot

BACK HOME

Name: CYNTHIA A EDMONDS Birth Year: 1974 Voter ID: 537158

Address: 585 OX

Select

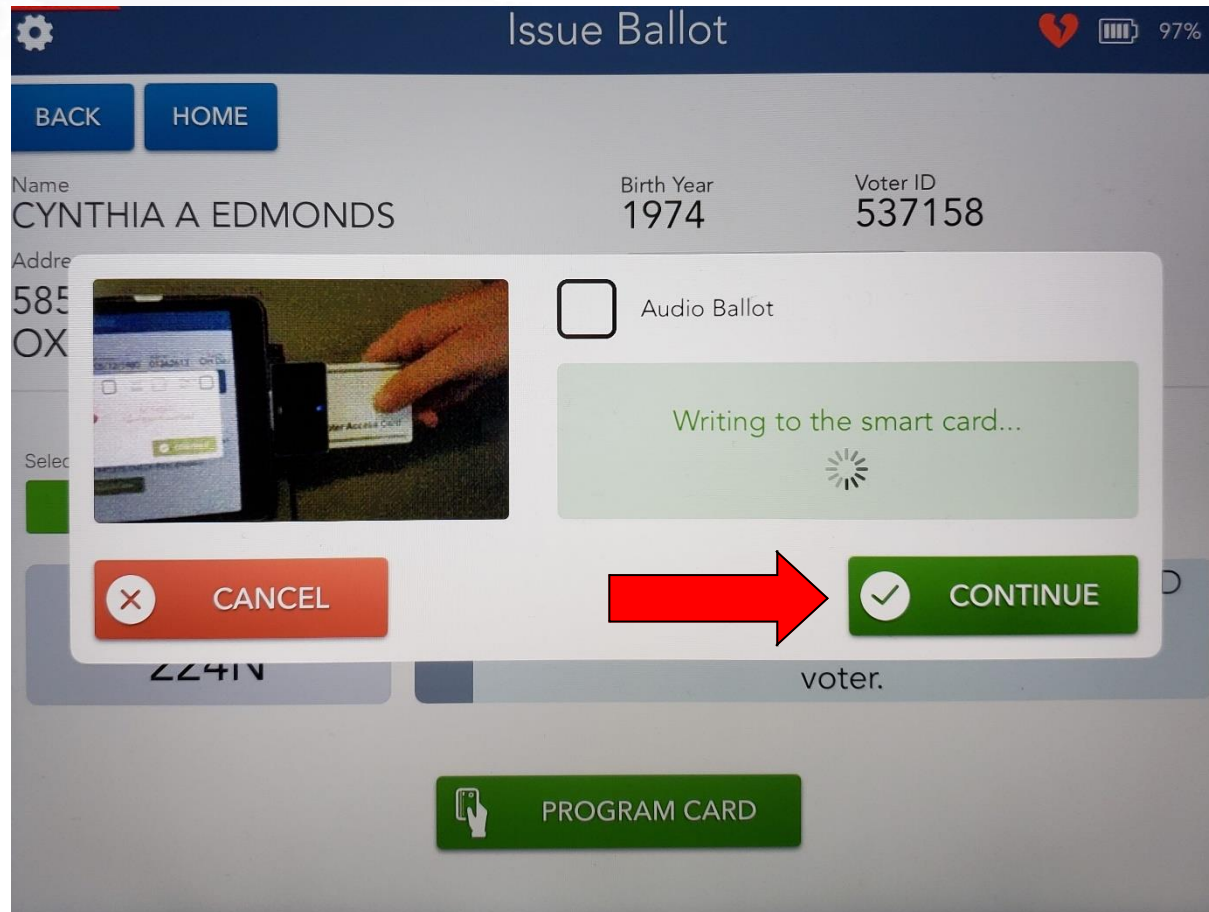
☐ Audio Ballot

Writing to the smart card...

☒ CANCEL

☒ CONTINUE

PROGRAM CARD





# All Done Processing Voter: Great Job!

TRAINING

Processing Complete

100%

10:38 AM

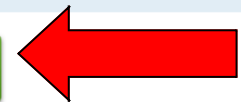
Name	Voter ID	Ballot Style
CYNTHIA A EDMONDS	537158	224D

Voter successfully checked in

Great Job!

Direct the voter to the ICX machine.

PROCESS NEXT VOTER





# Note: Audio Ballot for Visually Impaired Voters

Issue Ballot

BACK HOME

Name: CYNTHIA A EDMONDS Birth Year: 1974 Voter ID: 37158

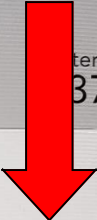
Address: 585 OX

Select

☒ Audio Ballot

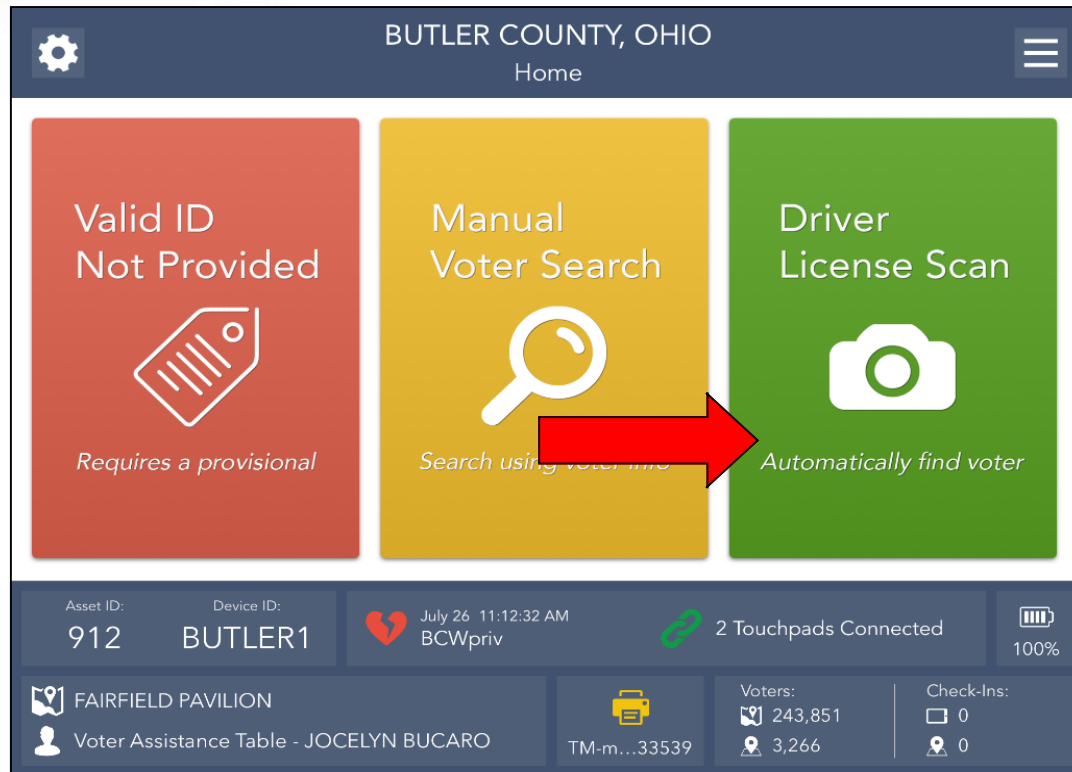
Card reader is ready  
Insert Voter Access Card

PROGRAM CARD



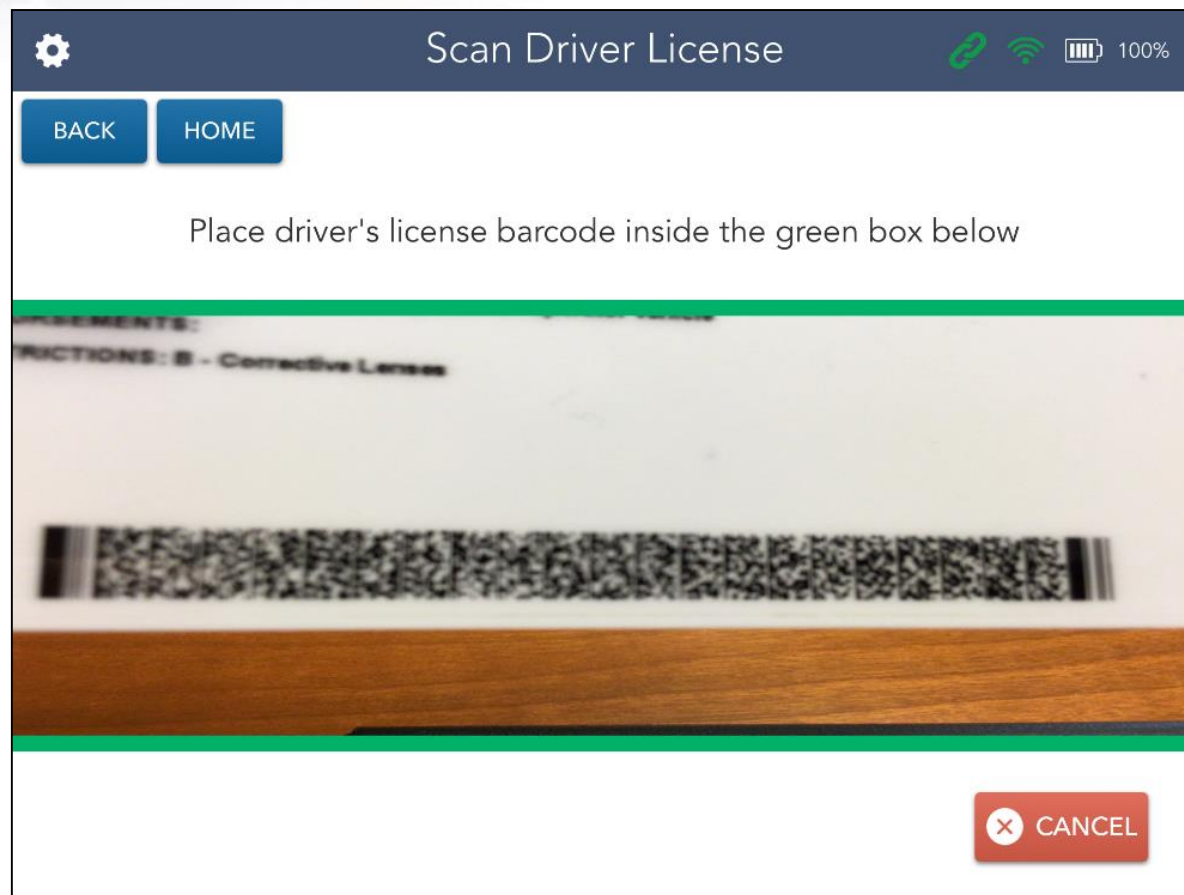


# What if the voter requests to vote a paper ballot?








# Scan Driver's License





# Ask: What is your name and current address?

**TRAINING**  Voter Eligibility  96%  11:31 AM

[BACK](#) [HOME](#)

Name  
DAVID DWIGHT LAWSON III


Birth Year  
1993

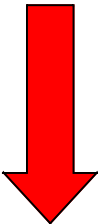
Voter ID  
568590


Address  
5136 FYE RD  
HAMILTON, 45013


Precinct - Split  
REILY TWP 1


Party  
0

 Voter is eligible to vote.



 WRONG VOTER,  
SEARCH AGAIN

 MORE OPTIONS

 SELECT BALLOT



# Flip Screen; Voter Selects Party

A screenshot of a ballot selection screen on a flip phone. The screen is white with a blue header bar at the top containing a blue icon of a flip phone. Below the header, there are two blue buttons labeled "REPUBLICAN" and "DEMOCRAT". Below these buttons is a light blue rectangular area with the text "Select your party below." and a small blue icon of a flip phone. At the bottom of the screen, there is a dark blue footer bar with the text "Ballot Selection" in white. To the right of the text are two blue buttons labeled "HOME" and "BACK". In the bottom right corner of the footer bar, there is a red banner with the word "TRAINING" in white, a gear icon, and a battery status icon showing 95%.



# Voter Confirms

The screenshot shows a mobile application interface for ballot selection. At the top, there is a status bar with the time 11:31 AM, a green battery icon at 95%, and a signal strength icon. The main header is "Ballot Selection" in white text on a dark blue background. Below the header, there is a navigation bar with "BACK" and "HOME" buttons. The main content area is a light gray background. In the center, there is a white confirmation dialog box. The dialog box contains the text "You have selected" followed by a large light blue box with the word "REPUBLICAN" in white. Below this, there is a light blue box with the question "Is this correct?" and a question mark icon. At the top of the dialog box, there are two buttons: a green button labeled "YES, CONTINUE" with an upward arrow icon, and a red button labeled "NO, CHOOSE AGAIN" with a close icon. In the top right corner of the main content area, there is a blue icon of a ballot box. In the bottom right corner, there is a blue button labeled "DEMO" and a blue button with an exclamation mark icon.






# Voter then signs

The screenshot shows a digital interface for a voter to sign. At the top, there is a large, empty rectangular box for the signature. Below this box is a horizontal line with a large 'X' at its right end, indicating where to place the signature. Below the signature area is a dark blue bar with the text 'Please sign below' in white. Below this bar is a white area containing the following elements: a green button labeled 'DONE' with an upward arrow icon, a red button labeled 'CLEAR' with a close icon, the name 'DAVID DWIGHT LAWSON III' with 'Name' written below it, and the birth year '1993' with 'Birth Year' written below it. At the bottom of the interface is a dark blue bar with the text 'Voter Signature' in white. To the right of this text is a gear icon and a red banner with the word 'TRAINING'. On the left side of the bottom bar, there is a battery icon showing 95% charge and a clock icon showing 11:31 AM. Below the signature area, there are two blue buttons labeled 'HOME' and 'BACK'.



# Verify Signature and Issue Ballot

**TRAINING**  Voter Signature  95%  11:31 AM

**BACK** **HOME**

Name  
**DAVID DWIGHT LAWSON III**


Birth Year  
**1993**

Voter ID  
**568590**

Address  
**5136 FYE RD  
HAMILTON, 45013**

Precinct - Split  
**REILY TWP 1**


Party  
**REP**


 If current signature matches the signature on file, touch **ISSUE BALLOT**.  
If current signature does not match the signature on file, touch **SIGNATURE MISMATCH**.

**SIGNATURE ON FILE**

**CURRENT SIGNATURE**

**SIGNATURE MISMATCH**

 **SIGN AGAIN**

 **ISSUE BALLOT**



# Select Paper Ballot

TRAINING

Issue Ballot

95% 11:32 AM

BACK

HOME

Name  
DAVID DWIGHT LAWSON III

Birth Year  
1993

Voter ID  
568590

Address  
5136 FYE RD  
HAMILTON, 45013

Precinct - Split  
REILY TWP 1

Party  
REP

Select ballot type

ICX Ballot

Paper Ballot

Ballot Style  
223R

i

ICX Ballot Selected. Touch PROGRAM CARD  
and program the voter access card for the  
voter.

 PROGRAM CARD







The background of the slide is a stylized American flag, featuring the stars and stripes in a slightly faded, artistic manner.

# Retrieve correct ballot & envelope from Ballot Table

- Be sure to retrieve correct precinct ballot.
- Retrieve white Regular Paper Ballot Envelope.
- Write Precinct number and Party (Primary Election Only) in the space provided on the Regular Paper Ballot Envelope.
- Have partner verify the correct ballot.
- Have partner verify the correct precinct and party (Primary Election Only) written on envelope.



# Scan barcode on ballot stub

 Issue Ballot    100%

BACK

HOME

Name

DAVID DWIGHT LAWSON III

Voter ID

568590


Party

G

Precinct

REILY TWP 1

ENTER MANUALLY

  
\*REILY10001\*


Select ballot type

TSX Ballot

Paper Ballot

Ballot Style

REILY1G



Scan or enter ballot style and stub number to proceed. Issue voter ballot.




# All Done Processing Voter: Great Job!

 TRAINING

Processing Complete

 95% 11:33 AM

Name	Voter ID	Ballot Style
DAVID DWIGHT LAWSON III	568590	223R



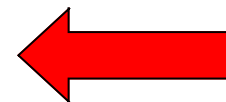
Voter successfully checked in



Great Job!

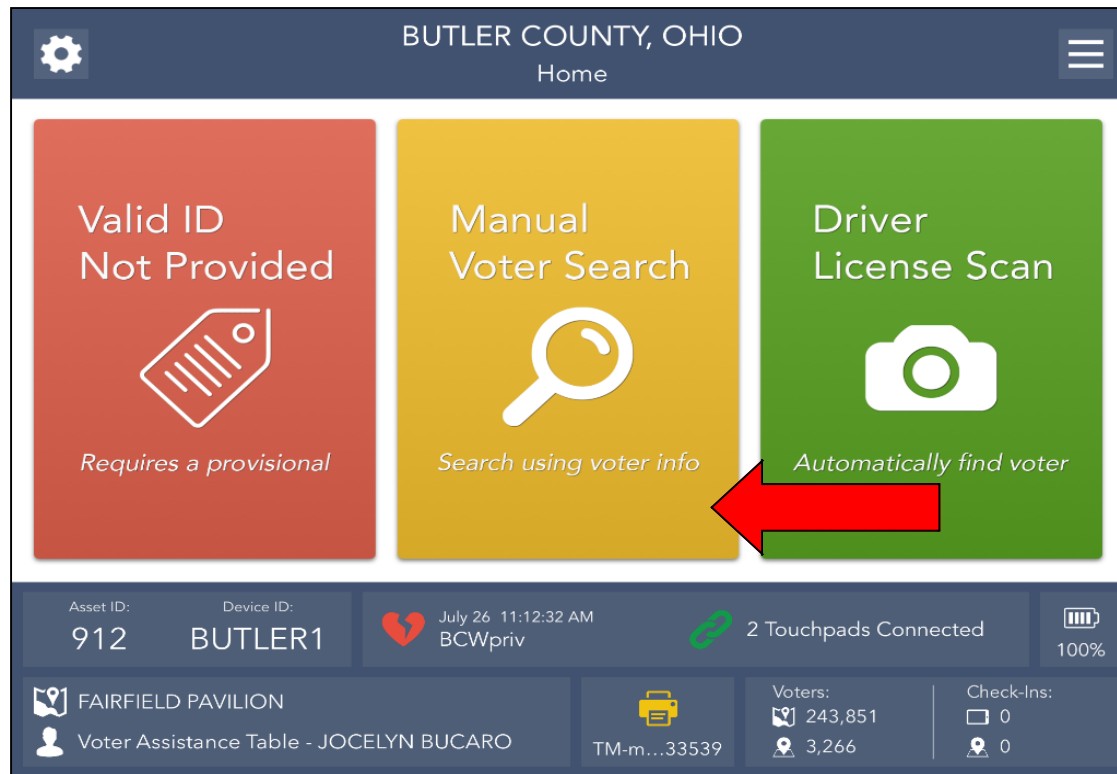
Direct the voter to **Privacy table**

 PROCESS NEXT VOTER



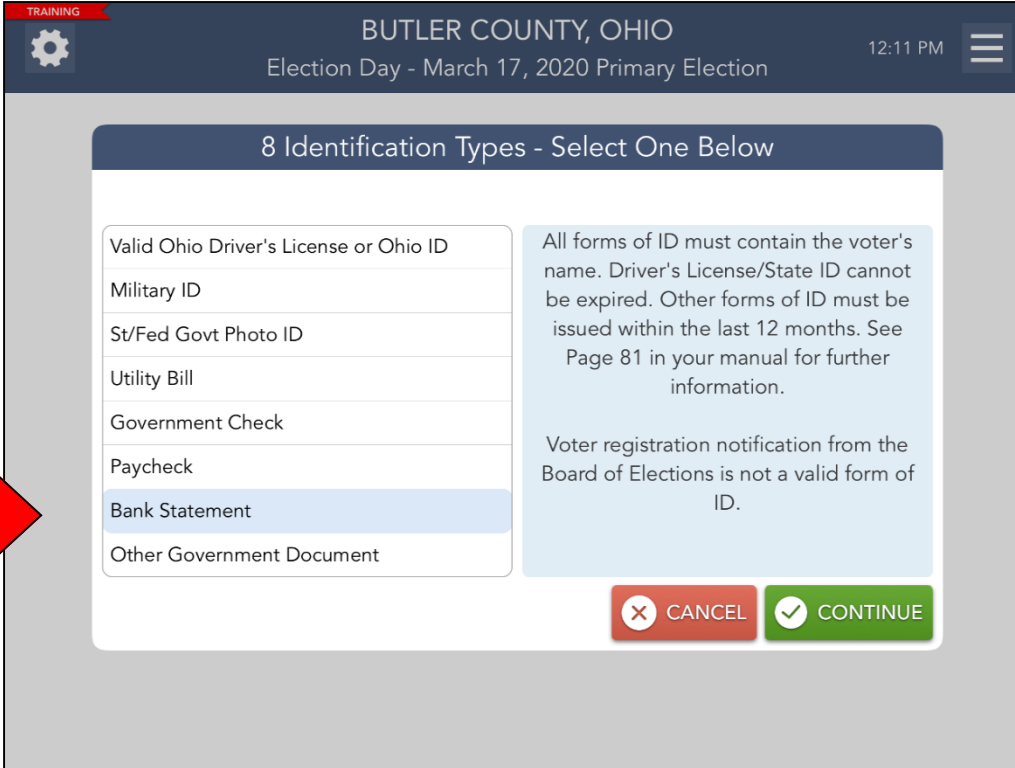


# Using the Yellow Manual Voter Search for voters with other Valid ID





# Choose type of identification



The screenshot shows a web application interface for Butler County, Ohio, during the Election Day - March 17, 2020 Primary Election. The interface is titled "8 Identification Types - Select One Below". A red arrow points to the "Bank Statement" option in the list of identification types. The list includes: Valid Ohio Driver's License or Ohio ID, Military ID, St/Fed Govt Photo ID, Utility Bill, Government Check, Paycheck, Bank Statement (highlighted), and Other Government Document. To the right of the list, a light blue box contains instructions: "All forms of ID must contain the voter's name. Driver's License/State ID cannot be expired. Other forms of ID must be issued within the last 12 months. See Page 81 in your manual for further information." Below this box, it states: "Voter registration notification from the Board of Elections is not a valid form of ID." At the bottom right, there are two buttons: "CANCEL" (red) and "CONTINUE" (green).

TRAINING

BUTLER COUNTY, OHIO

Election Day - March 17, 2020 Primary Election

12:11 PM

8 Identification Types - Select One Below

- Valid Ohio Driver's License or Ohio ID
- Military ID
- St/Fed Govt Photo ID
- Utility Bill
- Government Check
- Paycheck
- Bank Statement**
- Other Government Document

All forms of ID must contain the voter's name. Driver's License/State ID cannot be expired. Other forms of ID must be issued within the last 12 months. See Page 81 in your manual for further information.

Voter registration notification from the Board of Elections is not a valid form of ID.



# Enter a few letters of last name and full house number

Find Voter

BACK HOME START OVER

LAST NAME AND HOUSE NUMBER LAST NAME AND BIRTH YEAR LAST NAME AND FIRST NAME VOTER ID

Last Name House Number

GAB 3559

SEARCH

1 2 3 4 5 6 7 8 9 0

- / : ; ( ) \$ & @ Next

#+= undo . , ? ! ' " #+=

ABC ABC



# Select voter from matches

TRAINING

Search Results

90% 12:13 PM


BACK HOME Show voters: In this Location 2 Not in this Location 0

2 voter(s) in this voting location

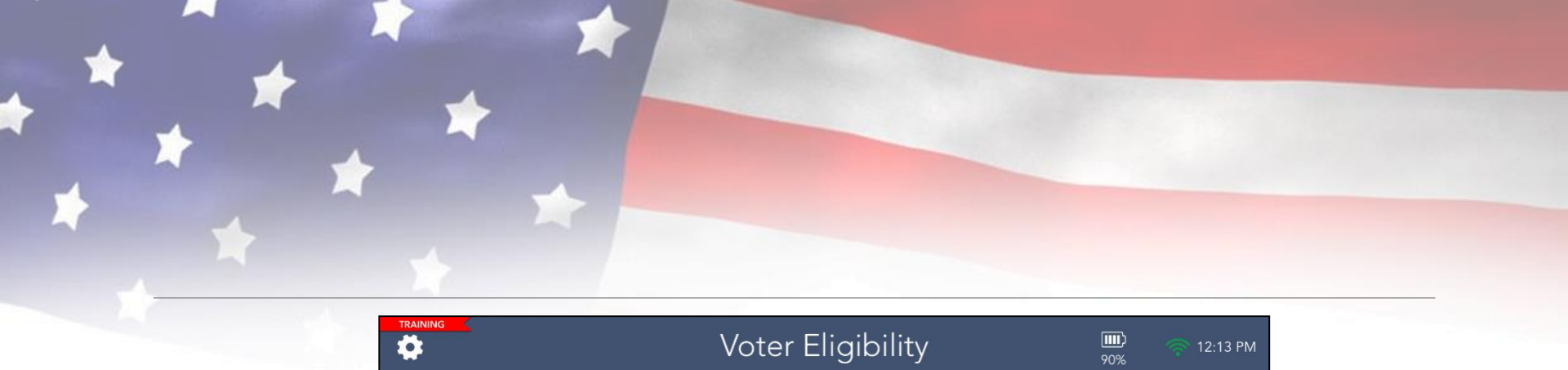
<b>HAROLD D GABBARD JR</b> Birth Year: 1959	3559 LAW RD OXFORD, 45056	36223 0
<b>TERESA LYNN GABBARD</b> Birth Year: 1964	3559 LAW RD OXFORD, 45056	168631 REP

TOUCH a voter in the list above.

CONTINUE







TRAINING

Voter Eligibility

90% 12:13 PM

BACK

HOME

Name

HAROLD D GABBARD JR

Birth Year

1959

Voter ID

36223

Address

3559 LAW RD  
OXFORD, 45056

Precinct - Split

REILY TWP 2

Party

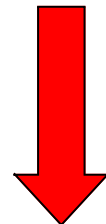
0

Voter is eligible to vote.

WRONG VOTER,  
SEARCH AGAIN

MORE OPTIONS

SELECT BALLOT





# Voter Select Party



REPUBLICAN

DEMOCRAT

Select your party below.



HOME

BACK

12:13 PM



90%



Ballot Selection



TRAINING



# Voter confirms selection





# Voter Signs

\_\_\_\_\_ X

Please sign below

**DONE**

**CLEAR**

Name HAROLD D GABBARD JR

Birth Year 1959

**BACK** **HOME**

Voter Signature TRAINING 90% 12:14 PM



# Verify Signature and Issue Ballot

TRAINING

Voter Signature

90%

12:14 PM

BACK

HOME

Name

HAROLD D GABBARD JR

Birth Year

1959

Voter ID

36223

Address

3559 LAW RD  
OXFORD, 45056

Precinct - Split

REILY TWP 2

Party

DEM

If current signature matches the signature on file, touch ISSUE BALLOT.  
If current signature does not match the signature on file, touch SIGNATURE MISMATCH.

SIGNATURE ON FILE

CURRENT SIGNATURE

SIGNATURE MISMATCH

SIGN AGAIN

ISSUE BALLOT



# Program Card

TRAINING

Issue Ballot

90%

12:15 PM

BACK

HOME

Name

HAROLD D GABBARD JR

Birth Year

1959

Voter ID

36223

Address

3559 LAW RD  
OXFORD, 45056

Precinct - Split

REILY TWP 2

Party

DEM

Select ballot type

ICX Ballot

Paper Ballot

Ballot Style

224D

ICX Ballot Selected. Touch PROGRAM CARD  
and program the voter access card for the  
voter.

PROGRAM CARD



# Verify Signature and Issue Ballot

**TRAINING**

Issue Ballot

89% 12:16 PM

BACK HOME

Name  
HAROLD D GABBARD JR

Birth Year  
1959

Voter ID  
36223

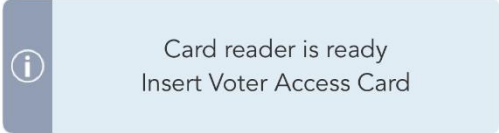
Address  
355  
OX


Select


224D voter.

PROGRAM CARD

☐ Audio Ballot

 Card reader is ready  
Insert Voter Access Card



 CANCEL



# Touch Continue to Program Card

Issue Ballot

BACK HOME

Name HAROLD D GABBARD JR Birth Year 1959 Voter ID 36223

Address 355 OX

Selected

☐ Audio Ballot

Ready to write Voter Access Card

☒ CONTINUE

CANCEL

PROGRAM CARD

voter.



# Program Card (or Paper Ballot)

TRAINING

Processing Complete

89%

12:17 PM

Name	Voter ID	Ballot Style
HAROLD D GABBARD JR	36223	224D

Voter successfully checked in

Great Job!



Direct the voter to the ICX machine.

PROCESS NEXT VOTER




# Checking in a voter with no valid ID




 BUTLER COUNTY, OHIO  
Home 

Valid ID  
Not Provided




*Requires a provisional*

Manual  
Voter Search



*Search using voter info*


Driver  
License Scan





*Automatically find voter*



Asset ID:  
912


Device ID:  
BUTLER1



 July 26 11:12:32 AM  
BCWpriv



 2 Touchpads Connected

 100%

 FAIRFIELD PAVILION  
 Voter Assistance Table - JOCELYN BUCARO

 TM-m...33539

Voters:  
 243,851  
 3,266

Check-Ins:  
 0  
 0



# Find Voter

TRAINING

Find Voter

80% 1:52 PM

BACK

HOME

No Valid ID

START OVER

LAST NAME AND HOUSE NUMBER

LAST NAME AND BIRTH YEAR

LAST NAME AND FIRST NAME

VOTER ID

Last Name

House Number

SEARCH

Q	W	E	R	T	Y	U	I	O	P	
A		S	D	F	G	H	J	K	L	next
	Z	X	C	V	B	N	M	!	?	
.?123								.?123		



# Enter a few letters of last name and full house number

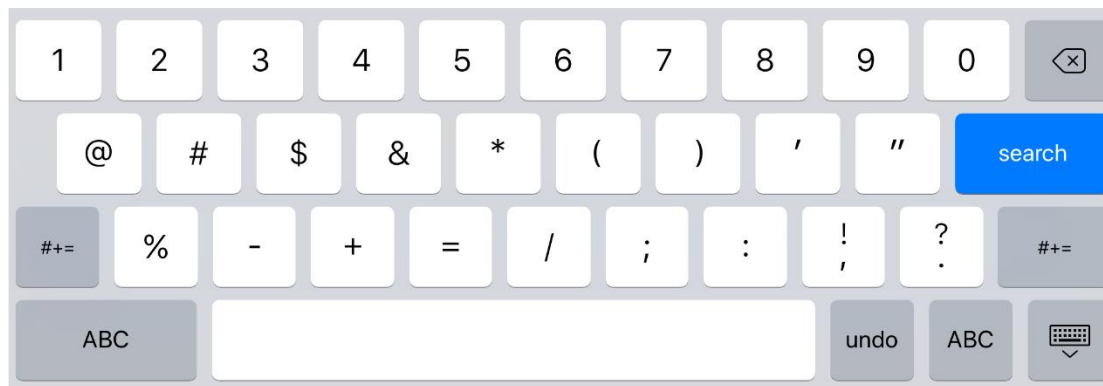

TRAINING Find Voter 84% 12:54 PM

BACK HOME No Valid ID START OVER

LAST NAME AND HOUSE NUMBER LAST NAME AND BIRTH YEAR LAST NAME AND FIRST NAME VOTER ID

Last Name HAY House Number 1869

SEARCH





# Locate correct voter from list and touch Continue

TRAINING

Search Results

80%

1:54 PM

BACK

HOME

Show voters:

In this Location 2

Not in this Location 0

2 voter(s) in this voting location

<b>BARBARA J HAYNES</b> Birth Year: 1966	1869 BUNKER HILL WOODS RD OXFORD, 45056	247975 0
<b>GREGORY MERRIL HAYNES</b> Birth Year: 1969	1869 BUNKER HILL WOODS RD OXFORD, 45056	182846 REP

TOUCH a voter in the list above.

CONTINUE



# ASK: What is your name and current address?

The screenshot shows a mobile application titled "Voter Eligibility". At the top, there is a "TRAINING" label, a gear icon, and a status bar showing 80% battery and 1:54 PM. Below the title bar are buttons for "BACK", "HOME", and a red banner that says "No Valid ID". The user's information is displayed in a grid: Name (BARBARA J HAYNES), Birth Year (1966), Voter ID (247975), Address (1869 BUNKER HILL WOODS RD, OXFORD, 45056), Precinct - Split (REILY TWP 2), and Party (0). Below this information, a yellow box says "No Valid ID". A red warning box with an exclamation mark icon states: "Voter is not eligible to vote a regular ballot. Read instructions below." Below that, a blue information box with an 'i' icon states: "A valid ID is required. Issue voter provisional ballot." At the bottom, there are three buttons: "WRONG VOTER, SEARCH AGAIN" (with a magnifying glass icon), "MORE OPTIONS" (with a gear icon), and "PROCESS PROVISIONAL" (with a ballot icon). A large red arrow points from the right towards the "PROCESS PROVISIONAL" button.

Name	Birth Year	Voter ID
BARBARA J HAYNES	1966	247975

Address	Precinct - Split	Party
1869 BUNKER HILL WOODS RD OXFORD, 45056	REILY TWP 2	0

No Valid ID

! Voter is not eligible to vote a regular ballot. Read instructions below.

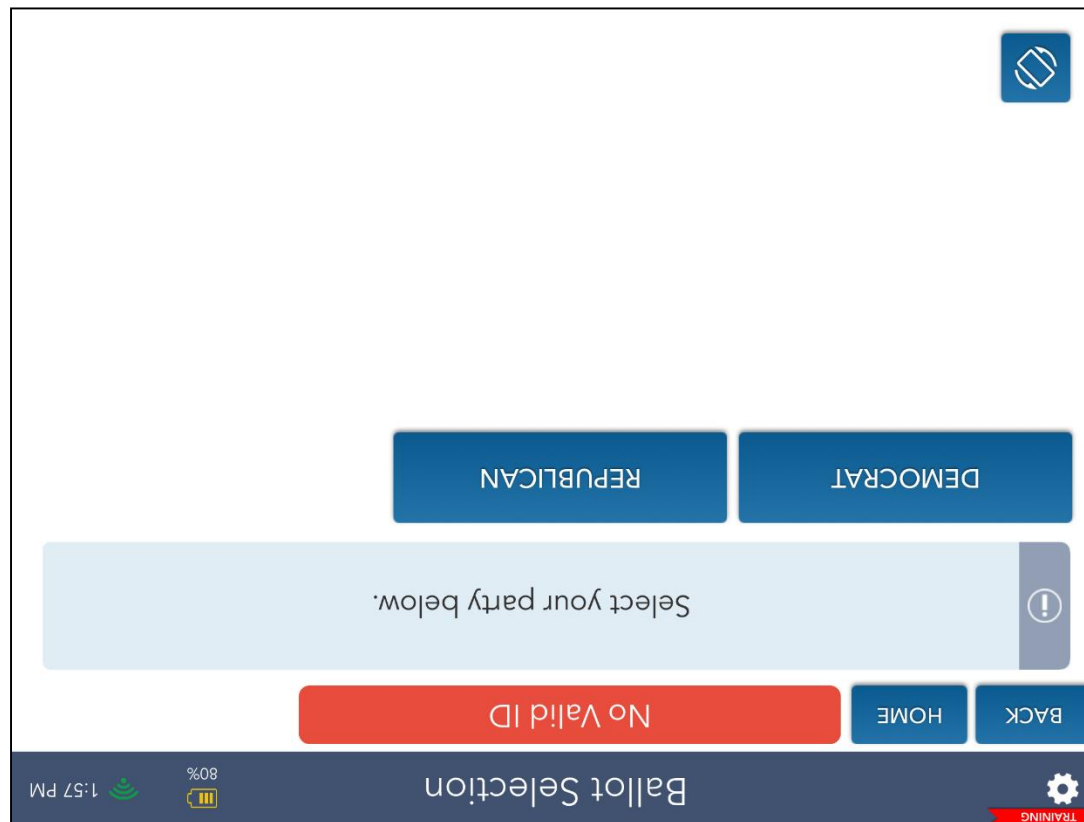
i A valid ID is required.  
Issue voter provisional ballot.

WRONG VOTER, SEARCH AGAIN   MORE OPTIONS   PROCESS PROVISIONAL

Not Eligible to vote a regular ballot – No Valid ID



# Flip Screen; Voter Selects Party



The screenshot shows a mobile application interface for ballot selection. At the top right is a blue square icon with a white flip screen symbol. Below this is a large light blue rectangular area containing the text "Select your party below." and a small circular icon with an exclamation mark. Underneath this area are two blue buttons labeled "REPUBLICAN" and "DEMOCRAT". Below these buttons is a red rectangular area with the text "No Valid ID". To the right of this red area are two blue buttons labeled "HOME" and "BACK". At the bottom of the screen is a dark blue header bar with the text "Ballot Selection" in white. To the right of the text is a gear icon. In the bottom left corner of the header bar, there is a green signal strength icon, a battery icon showing 80% charge, and the time "1:57 PM".

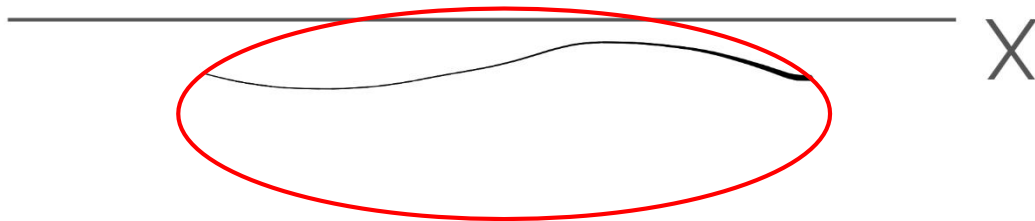
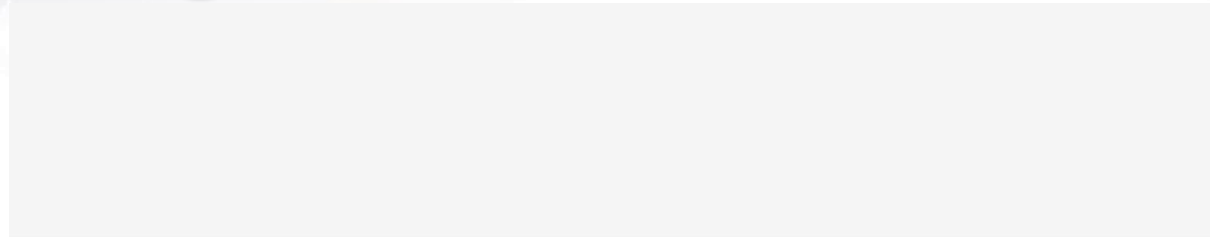


# Voter Confirms





# Voter Signs



Please sign below

[DONE](#) [CLEAR](#)

BARBARA J HAYNES  
Name

1966  
Birth Year

[HOME](#) [BACK](#)

No Valid ID

Voter Signature

TRAINING

1:58 PM 80%



# Confirm Signature matches and touch Issue Ballot

**TRAINING**

**Voter Signature**

80% 1:58 PM

**BACK** **HOME** **No Valid ID**

Name: BARBARA J HAYNES Birth Year: 1966 Voter ID: 247975

Address: 1869 BUNKER HILL WOODS RD OXFORD, 45056 Precinct - Split: REILY TWP 2 Party: DEM

**i** If current signature matches the signature on file, touch ISSUE BALLOT.  
If current signature does not match the signature on file, touch SIGNATURE MISMATCH.

**SIGNATURE ON FILE**

*Barbara J. Haynes*

**SIGNATURE MISMATCH**

**SIGN AGAIN**

**CURRENT SIGNATURE**

*[Handwritten signature]*

**ISSUE BALLOT**











# Retrieve correct ballot from Ballot Table

---

1. Be sure to retrieve correct precinct ballot.
2. Retrieve Yellow Provisional Envelope.
3. Write Precinct and Party (*Primary Election Only*) in the space provided on the Provisional Envelope.
4. Have partner verify the correct ballot and Party (*Primary Election Only*) written on envelope .



# Scan barcode on ballot stub

 Issue Ballot    100%

BACK

HOME

No Valid ID

Name

BARBARA J HAYNES

Voter ID

247975


Party

NP

Precinct


REILY TWP 2

ENTER MANUALLY

  
\*REILY10001\*

Ballot Style




REILY2NP



Scan or enter ballot style and stub number to proceed. Issue voter ballot.





# All Done Processing – Great Job!

 Processing Complete   80%


No Valid ID

Name	Voter ID	Ballot Style
BARBARA J HAYNES	247975	REILY2

 Voter successfully checked in

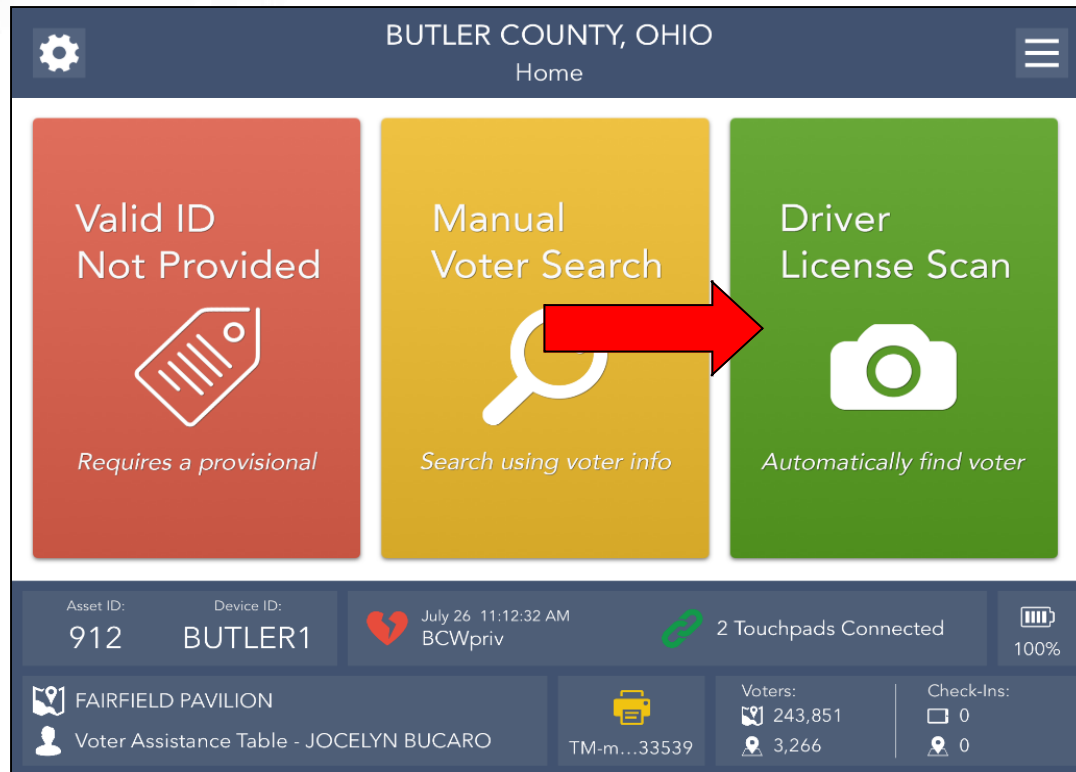
 Great Job!  

Instruct voter to complete provisional envelope and place completed ballot in provisional envelope, then take sealed envelope to provisional table for review.

 PROCESS NEXT VOTER



# What if the voter is marked not eligible due to Absentee or VNC?





# ASK: What is your name and current address?

TRAINING

Voter Eligibility

79%

1:59 PM

BACK

HOME

Absentee Ballot Requested

Name

CHERYL D BOWMAN

Birth Year

1955

Voter ID

498287

Address

5764 MCCOY RD  
OXFORD, 45056

Precinct - Split

REILY TWP 2

Party

0

Absentee Ballot Requested

!

Voter is not eligible to vote a regular ballot. Read instructions below.

i

Voter must cast a provisional ballot because he/she has already requested an Absentee Ballot. Issue voter provisional ballot.

Q

WRONG VOTER, SEARCH AGAIN

⚙

MORE OPTIONS

🏷

PROCESS PROVISIONAL



# Voter Select Party



REPUBLICAN

DEMOCRAT

Select your party below.



HOME

BACK

12:13 PM



90%



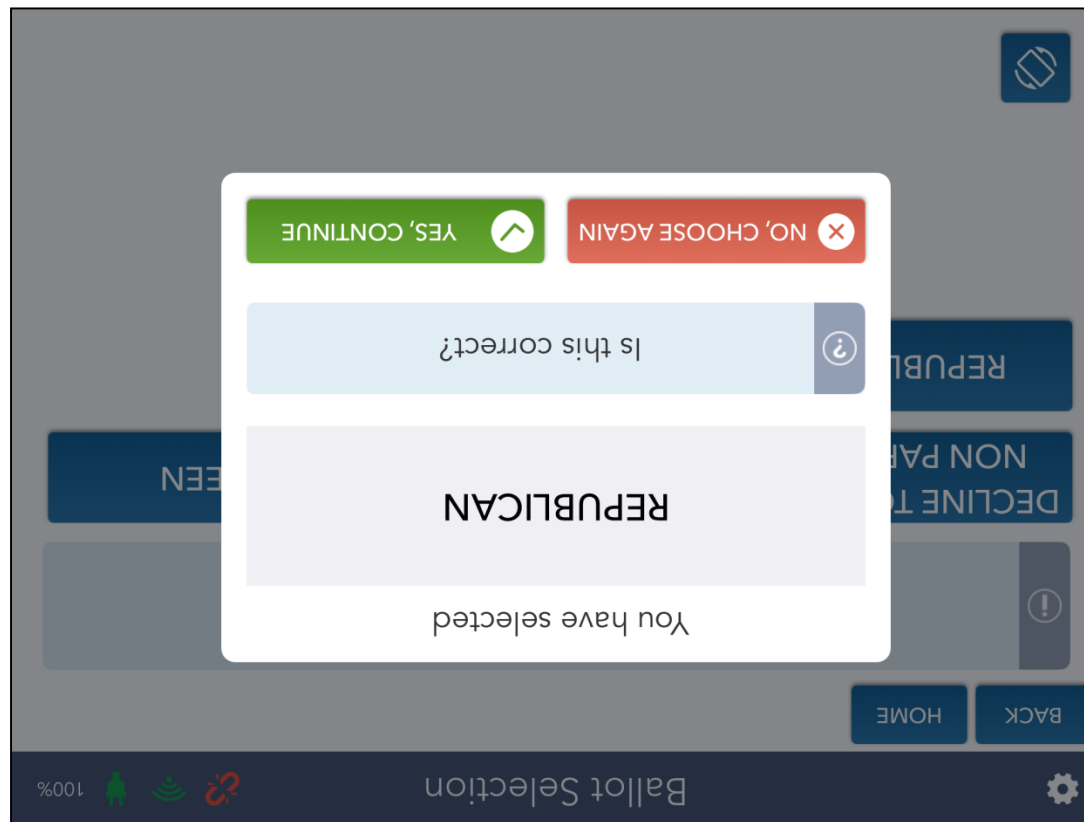
Ballot Selection



TRAINING

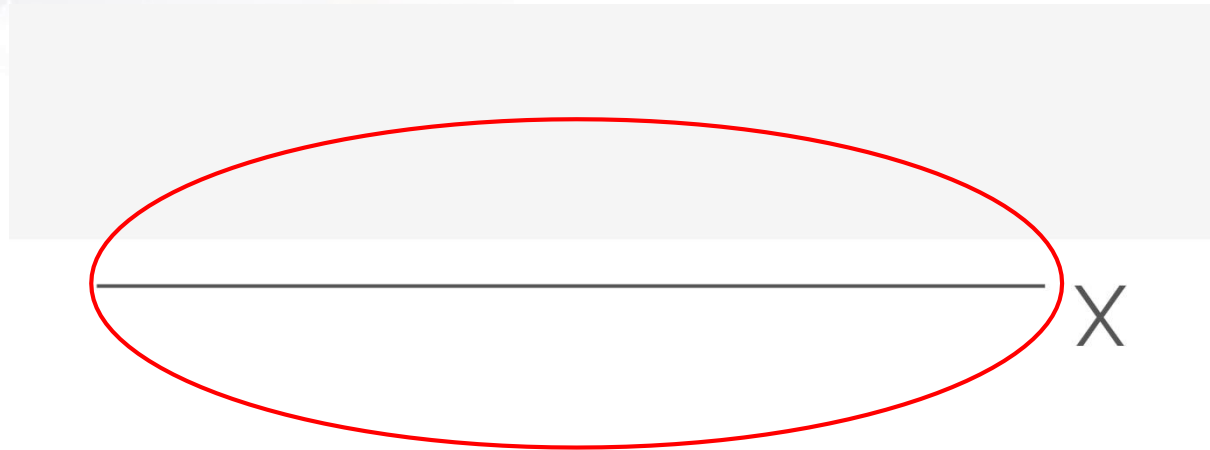


# Voter Confirms





# Voter Signs



Please sign below

[DONE](#) [CLEAR](#)

CHERYL D BOWMAN  
Name

1955  
Birth Year

[BACK](#) [HOME](#) [Absentee Ballot Requested](#)




Voter Signature

TRAINING

79% 2:00 PM





# Verify signature and Issue Ballot


**TRAINING**  **Voter Signature**  79%  2:00 PM

**BACK** **HOME** **Absentee Ballot Requested**


Name: CHERYL D BOWMAN Birth Year: 1955 Voter ID: 498287  
Address: 5764 MCCOY RD Precinct - Split: REILY TWP 2 Party: REP  
OXFORD, 45056


 If current signature matches the signature on file, touch ISSUE BALLOT.  
If current signature does not match the signature on file, touch SIGNATURE MISMATCH.


**SIGNATURE ON FILE**  


**CURRENT SIGNATURE**  


**SIGNATURE MISMATCH**

 **SIGN AGAIN**

 **ISSUE BALLOT**








The background of the slide is a faded American flag, showing the stars and stripes. The stars are white on a blue field, and the stripes are red and white.

# Retrieve correct ballot from Ballot Table

1. Be sure to retrieve correct precinct ballot.
2. Retrieve Yellow Provisional Envelope.
3. Write Precinct and Party (*Primary Election Only*) in the space provided on the Provisional Envelope.
4. Have partner verify the correct ballot and party (*Primary Election Only*) written on envelope.



# Scan Barcode on Ballot Stub

 Issue Ballot   79%

BACK

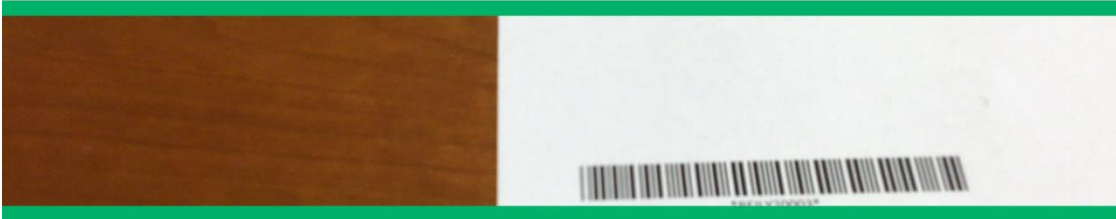
HOME

Absentee Ballot Requested

Name  
CHERYL D BOWMAN

Precinct  
REILY TWP 2

ENTER MANUALLY




Select ballot type

TSX Ballot




Paper Ballot

Ballot Style  
REILY2D

 Scan or enter ballot style and stub number to proceed. Issue voter ballot.





# All Done Processing – Great Job!

 Processing Complete   79%

Absentee Ballot Requested


Name	Voter ID	Ballot Style
CHERYL D BOWMAN	498287	REILY2

 Voter successfully checked in



Great Job!

Instruct voter to complete provisional envelope and place completed ballot in provisional envelope, then take sealed envelope to provisional table for review.

 PROCESS NEXT VOTER



# What if the voter has moved?

The screenshot shows a tablet interface for Butler County, Ohio. The top header is dark blue with a gear icon on the left, the text "BUTLER COUNTY, OHIO" and "Home" in the center, and a hamburger menu icon on the right. Below the header are three large colored tiles: a red tile for "Valid ID Not Provided" with a tag icon and the note "Requires a provisional"; a yellow tile for "Manual Voter Search" with a magnifying glass icon and the note "Search using voter info"; and a green tile for "Driver License Scan" with a camera icon and the note "Automatically find voter". The bottom status bar is dark blue and contains several sections: "Asset ID: 912" and "Device ID: BUTLER1" on the left; a heart icon, date/time "July 26 11:12:32 AM", and "BCWpriv" in the center; a green link icon, "2 Touchpads Connected", and a battery icon with "100%" on the right. Below this bar are four smaller sections: "FAIRFIELD PAVILION" with a location pin icon and "Voter Assistance Table - JOCELYN BUCARO" with a person icon; a printer icon and "TM-m...33539"; "Voters: 243,851" with a group icon and "3,266" with a person icon; and "Check-Ins: 0" with a ballot icon and "0" with a person icon.

BUTLER COUNTY, OHIO  
Home

**Valid ID Not Provided**  
  
*Requires a provisional*

**Manual Voter Search**  
  
*Search using voter info*

**Driver License Scan**  
  
*Automatically find voter*

Asset ID: 912    Device ID: BUTLER1    July 26 11:12:32 AM BCWpriv    2 Touchpads Connected    100%

FAIRFIELD PAVILION  
Voter Assistance Table - JOCELYN BUCARO

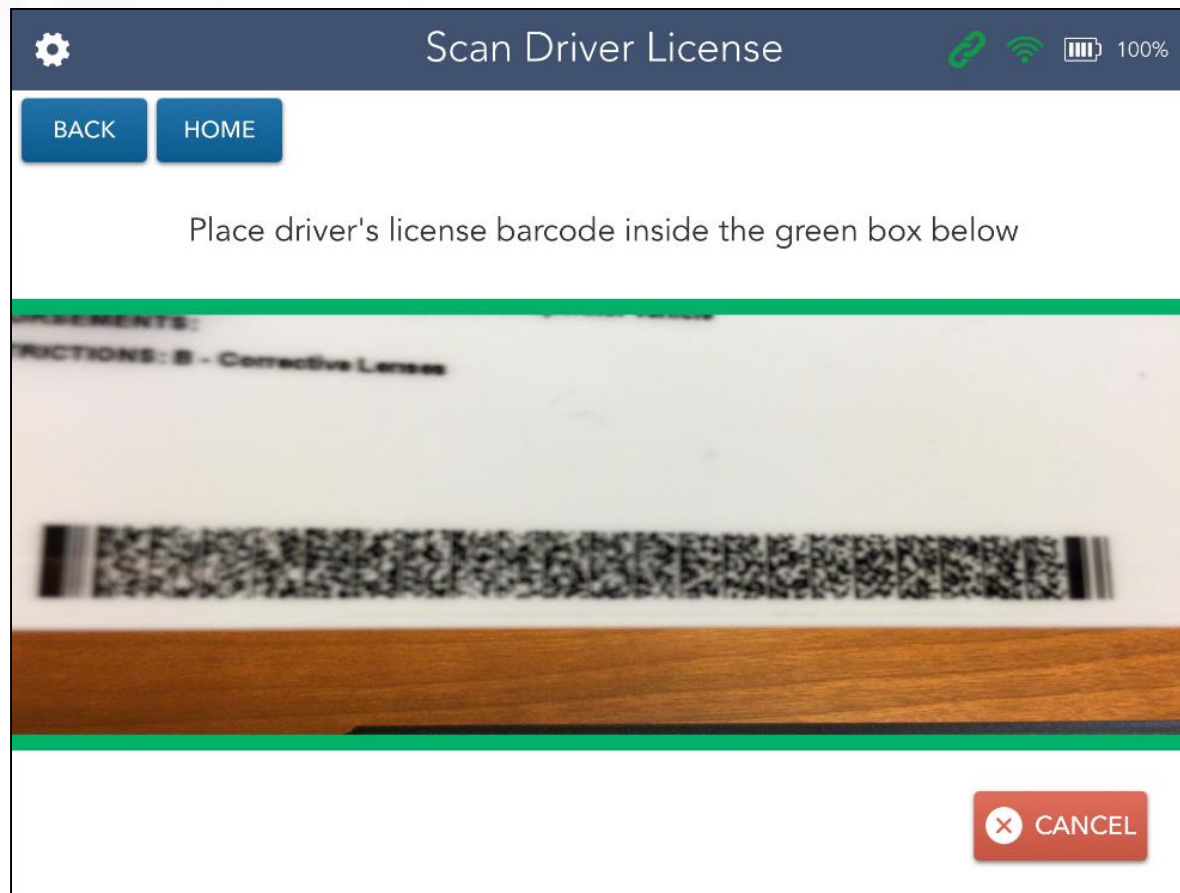
TM-m...33539

Voters: 243,851  
3,266

Check-Ins: 0  
0



# Scan Driver's License or Manual Search with other ID





# Re-Direct Voter to correct location???

**TRAINING** Wrong Location 77% 2:10 PM

[BACK](#) [HOME](#)

Name: CRISTEN MICHELLE ANDREWS Birth Year: 1986 Voter ID: 435662

Address: 645 HAMILTON NEW LONDON RD HAMILTON, 45013 Precinct - Split: HAM2WD1 Party: 0

**Wrong Location**

Ask the Voter for their name and address. If the Voter gives you an address that matches the poll book, the Voter is at the wrong voting location. Touch the green Re-Direct Voter button and re-direct the voter to his/her correct voting location. If Voter is moving into your location, touch the yellow UPDATE VOTER INFO button.

[PROCESS PROVISIONAL](#) [UPDATE VOTER INFO](#) [RE-DIRECT VOTER](#)





# Update voter's address

TRAINING

Voter Update

72% 7:35 AM

BACK HOME

Touch EDIT to Update Information Below

Name  
CRISTEN MICHELLE ANDREWS

Gender  
N/A

Residence Address  
645 HAMILTON NEW LONDON RD HAMILTON, 45013

EDIT

EDIT

CONTINUE



# Enter new house number and few letters of street

The screenshot shows a mobile application titled "Voter Update". At the top, there is a settings gear icon, the title "Voter Update", and status icons for connectivity and battery (100%). Below the title bar are two blue buttons: "BACK" and "HOME", and a yellow "CLEAR" button with a circular arrow icon. The main instruction reads "Enter information below to locate correct address". There are two input fields: "House Number" and "Street Name", both of which are circled in red. To the right of these fields is a green "SEARCH" button with a magnifying glass icon. A large red arrow points from the top right towards the "SEARCH" button. At the bottom of the screen, a virtual keyboard is visible, featuring numeric keys (1-0), punctuation and symbols, and text entry keys like "undo", "ABC", and "Next".



# Choose correct address

**TRAINING** Voter Update 72% 7:36 AM

BACK HOME CLEAR

Enter information below to locate correct address.

House Number Street Name

1333 SAMPLE SEARCH

1 Address(es) Found

SAMPLE RD	OXFORD, 45056	REILY TWP 1
-----------	---------------	-------------

CONTINUE



# Enter Apartment # (if needed)

TRAINING

Voter Update

72% 7:36 AM

BACK HOME

1333 SAMPLE RD OXFORD, 45056

Is there an apartment number?

☐ NO ☒ YES



# Direct voter to verify

CORRECT

NOT CORRECT

645 HAMILTON NEW LONDON RD HAMILTON, 45013

Old Address

1333 SAMPLE RD OXFORD, 45056

Residence Address

CRISTEN MICHELLE ANDREWS

Name

N/A

Gender

Confirm Information Below

HOME

BACK

Voter Update

72%  
7:36 AM

TRAINING



# Information is Correct. Touch Continue

TRAINING

Voter Update

72%

7:36 AM

BACK

HOME

INFORMATION IS CORRECT

Name

CRISTEN MICHELLE ANDREWS

Gender

N/A

Residence Address

1333 SAMPLE RD OXFORD, 45056

Old Address

645 HAMILTON NEW LONDON RD HAMILTON, 45013

CONTINUE



# Confirm Eligibility

TRAINING

Voter Eligibility

72%

7:36 AM

BACK

HOME

Moved Out of Precinct

VOTER CHANGES

Name

CRISTEN MICHELLE ANDREWS

Birth Year

1986

Voter ID

435662

Address

1333 SAMPLE RD  
OXFORD, 45056

Precinct - Split

REILY TWP 1

Party

0

Moved Out  
of Precinct

Voter is not eligible to vote a regular ballot. Read instructions below.

Voter precinct updated due to address change.

Touch PROCESS PROVISIONAL to continue.

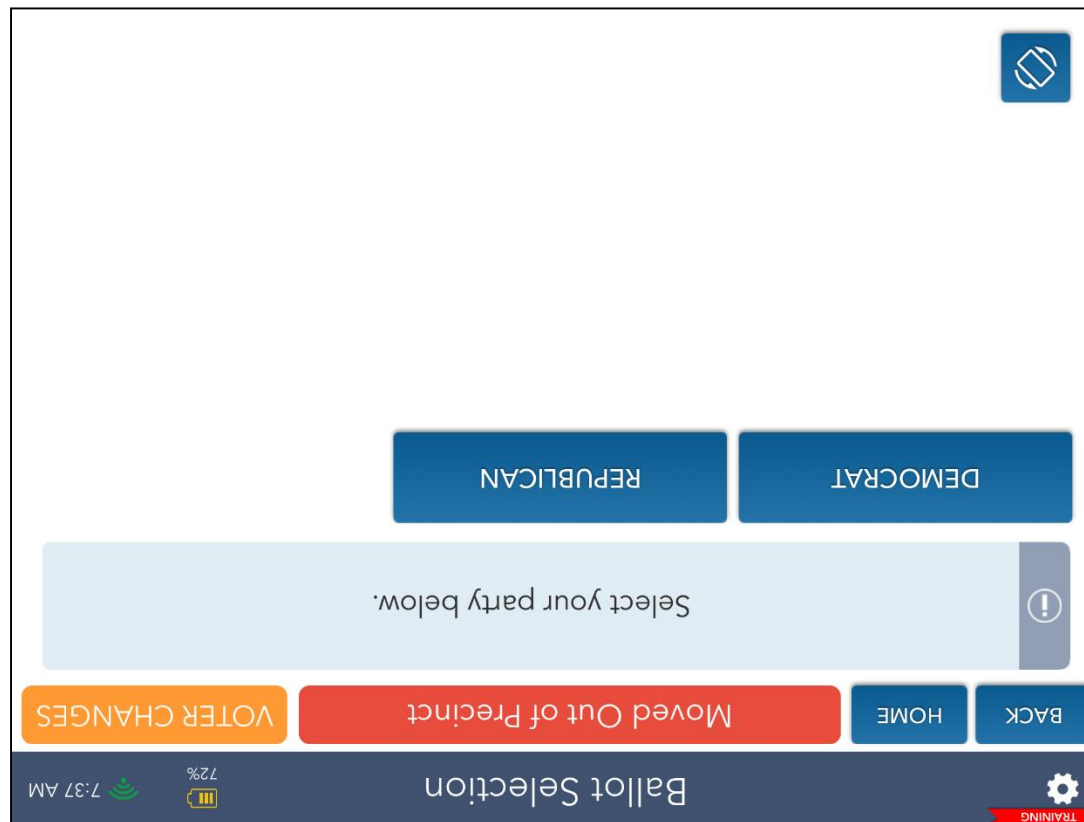
WRONG VOTER,  
SEARCH AGAIN

MORE OPTIONS

PROCESS PROVISIONAL



# Flip Screen; Voter Selects Party





# Voter Confirms

The screenshot shows a mobile application interface for voter confirmation. At the top, there is a blue header bar with the text "Ballot Selection" and a gear icon. Below the header, there is a red bar with the text "Moved Out of Precinct" and a "VOTER CHANGES" button. The main content area is a white card with a light blue background. It contains a confirmation message "You have selected" followed by the word "REPUBLICAN" in a large, bold, black font. Below this, there is a light blue bar with the text "Is this correct?" and a question mark icon. At the bottom of the card, there are two buttons: a green button labeled "YES, CONTINUE" with an upward arrow icon, and a red button labeled "NO, CHOOSE AGAIN" with a close icon. The background of the entire screen is a blurred American flag.

TRAINING

Ballot Selection

7:37 AM 72%

Moved Out of Precinct

VOTER CHANGES

You have selected

REPUBLICAN

Is this correct?

YES, CONTINUE

NO, CHOOSE AGAIN



# Voter Signs

The screenshot shows a mobile application interface for voter sign-in. At the top, there is a large, light gray oval with a red border, indicating the area for a signature. Below this, a dark blue bar contains the text "Please sign below". The main area is white and contains the following elements:

- A green button labeled "DONE" with an upward arrow icon.
- A red button labeled "CLEAR" with a close icon (X).
- A label "Name" followed by the text "CRISTEN MICHELLE ANDREWS".
- A label "Birth Year" followed by the text "1986".
- A red button labeled "Moved Out of Precinct".
- A blue button labeled "HOME".
- A blue button labeled "BACK".
- An orange button labeled "VOTER CHANGES".

At the bottom, a dark blue bar contains the text "Voter Signature". To the right of this bar is a gear icon and a red banner with the word "TRAINING". On the left side of the bottom bar, there is a status bar showing "7:37 AM", a battery level of "72%", and a signal strength indicator.



# Verify signature

**TRAINING**


**Voter Signature** 72% 7:37 AM

**BACK** **HOME** **Moved Out of Precinct** **VOTER CHANGES**

Name: CRISTEN MICHELLE ANDREWS Birth Year: 1986 Voter ID: 435662  
Address: 1333 SAMPLE RD OXFORD, 45056 Precinct - Split: REILY TWP 1 Party: REP

**i** If current signature matches the signature on file, touch ISSUE BALLOT.  
If current signature does not match the signature on file, touch SIGNATURE MISMATCH.

**SIGNATURE ON FILE**  
*Cristen Andrews*

**CURRENT SIGNATURE**  


**SIGNATURE MISMATCH**

**SIGN AGAIN**

**ISSUE BALLOT**



The background of the slide is a stylized American flag, featuring the stars and stripes in a slightly wavy, artistic manner. The stars are white on a blue field, and the stripes are red and white.

# Retrieve correct ballot from Ballot Table

---

1. Be sure to retrieve correct precinct ballot.
2. Retrieve Yellow Provisional Envelope.
3. Write Precinct in the space provided on the Provisional Envelope.
4. Have partner verify correct ballot and party (*Primary Election Only*) written on envelope.



# Scan Barcode from Ballot Stub

TRAINING

Issue Ballot

72% 7:37 AM

BACK HOME Moved Out of Precinct VOTER CHANGES

Name  
CRISTEN MICHELLE ANDREWS  
Voter ID  
435662


Party  
REP

Precinct  
REILY TWP 1

ENTER MANUALLY



Ballot Style  
223R

 Scan or enter ballot style and stub number to proceed. Issue voter ballot.



# All Done Processing – Great Job!

TRAINING

Processing Complete

71%

7:39 AM

Moved Out of Precinct

VOTER CHANGES

Name	Voter ID	Ballot Style
CRISTEN MICHELLE ANDREWS	435662	223R

Voter successfully checked in

Great Job!

Instruct voter to complete provisional envelope and place completed ballot in provisional envelope, then take sealed envelope to provisional table for review.

PROCESS NEXT VOTER



# What if the voter has moved within the same precinct?

The screenshot displays a voter assistance interface for Butler County, Ohio. The interface is organized into three main functional areas at the top, each with a distinct color and icon:

- Valid ID Not Provided (Red):** Features a tag icon and the text "Requires a provisional".
- Manual Voter Search (Yellow):** Features a magnifying glass icon and the text "Search using voter info".
- Driver License Scan (Green):** Features a camera icon and the text "Automatically find voter".

Below these areas is a status bar containing the following information:

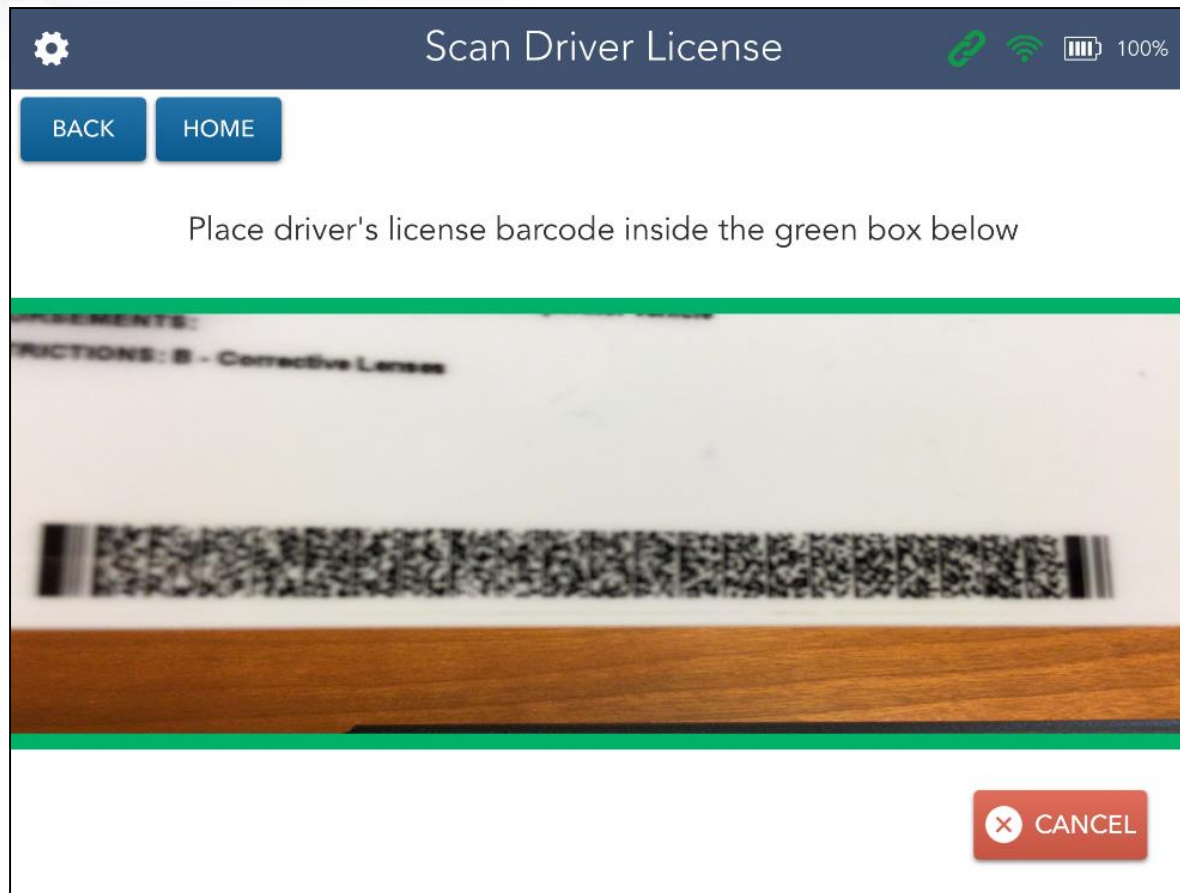
- Asset ID:** 912
- Device ID:** BUTLER1
- Heart Icon:** July 26 11:12:32 AM BCWpriv
- Green Link Icon:** 2 Touchpads Connected
- Battery Icon:** 100%

The bottom section of the interface provides location and voter statistics:

- Location:** FAIRFIELD PAVILION, Voter Assistance Table - JOCELYN BUCARO
- Printer Icon:** TM-m...33539
- Voters:** 243,851 (with a person icon), 3,266 (with a person icon)
- Check-Ins:** 0 (with a person icon), 0 (with a person icon)






# Scan Driver's License or Manual Search with other ID





# ASK: What is your name and current address?

**TRAINING**  **Voter Eligibility**  68%  8:56 AM

[BACK](#) [HOME](#)

Name  
**GARY JASON AINSWORTH**


Birth Year  
**1977**

Voter ID  
**299196**




Address  
**4780 HAMILTON SCPIO RD  
HAMILTON, 45013**


Precinct - Split  
**REILY TWP 1**

Party  
**NOPTY**

 **Voter is eligible to vote.**

[Update Voter Info](#)  
[Curbside Voter](#)

 **WRONG VOTER,  
SEARCH AGAIN**  **MORE OPTIONS**  **SELECT BALLOT**





# Edit voter's address

The screenshot shows a mobile application interface titled "Voter Update". At the top, there is a settings gear icon on the left and status icons (Wi-Fi, battery at 79%) on the right. Below the title bar are two blue buttons: "BACK" and "HOME". A blue instruction text reads "Touch EDIT to Update Information Below". The main content area displays two fields: "Name" with the value "GARY JASON AINSWORTH" and "DOB" with the value "04/01/1977", followed by "Residence Address" with the value "4780 HAMILTON SCIPIO RD HAMILTON, 45013". To the right of each field is a blue "EDIT" button. A large red arrow points from the address field towards its "EDIT" button. At the bottom center is a green button with a white checkmark icon and the text "CONTINUE".

Voter Update

BACK HOME

Touch EDIT to Update Information Below

Name GARY JASON AINSWORTH DOB 04/01/1977 EDIT

Residence Address 4780 HAMILTON SCIPIO RD HAMILTON, 45013 EDIT

CONTINUE



# Update voter's address

TRAINING

Voter Update

BACK HOME CLEAR

Enter information below to locate correct address

House Number Street Name

SEARCH

1 2 3 4 5 6 7 8 9 0

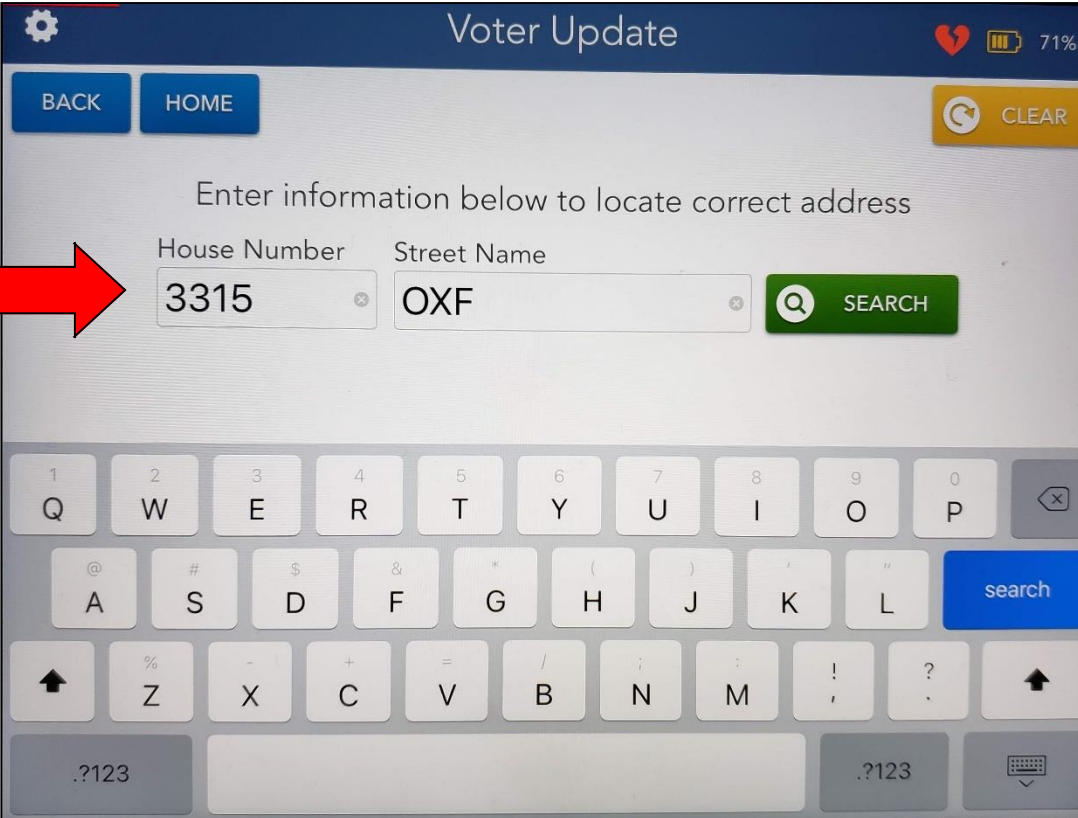
@ # \$ % & \* ( ) ' "

next

undo ABC



# Type new address – 1<sup>st</sup> 3 of street



The screenshot shows a mobile application titled "Voter Update". At the top, there is a settings gear icon, the title "Voter Update", and status icons for a heart, battery, and 71% signal. Below the title are two blue buttons: "BACK" and "HOME". On the right side, there is a yellow "CLEAR" button with a circular arrow icon. The main instruction reads "Enter information below to locate correct address". There are two input fields: "House Number" containing "3315" and "Street Name" containing "OXF". A red arrow points to the "House Number" field. To the right of these fields is a green "SEARCH" button with a magnifying glass icon. At the bottom, a standard QWERTY keyboard is visible, with a blue "search" button on the right side.

Voter Update

BACK HOME CLEAR

Enter information below to locate correct address




House Number Street Name

3315 OXF SEARCH

search



# Locate new address

 Voter Update   79%

[BACK](#) [HOME](#) [CLEAR](#)


Enter information below to locate correct address

House Number Street Name

[SEARCH](#)

1 Address(es) Found

OXFORD REILY RD	OXFORD, 45056	REILY TWP 1
-----------------	---------------	-------------

 [CONTINUE](#)



# Enter Apartment # (if needed)



The screenshot shows a mobile application interface titled "Voter Update". At the top, there is a dark blue header bar with a gear icon on the left, the title "Voter Update" in the center, and status icons (Wi-Fi, battery, and 79% battery level) on the right. Below the header, there are three buttons: "BACK" and "HOME" in blue, and "CLEAR" in yellow with a circular arrow icon. The main content area displays the address "3315 OXFORD REILY RD OXFORD, 45056". Below the address, the question "Is there an apartment number?" is followed by two buttons: a red "NO" button with a white 'X' icon and a green "YES" button with a white checkmark icon.

Voter Update

BACK HOME CLEAR

3315 OXFORD REILY RD OXFORD, 45056

Is there an apartment number? NO YES



# Direct voter to verify

CORRECT

NOT CORRECT

Old Address

4780 HAMILTON SCIPIO RD HAMILTON, 45013

Residence Address

3315 OXFORD REILY RD OXFORD, 45056

Name

GARY JASON AINSWORTH

DOB

04/01/1977

Confirm Information Below

HOME




BACK

Voter Update

79%



# Information is Correct. Touch Continue

 Voter Update   79%

BACK HOME

INFORMATION IS CORRECT

Name

GARY JASON AINSWORTH

DOB


04/01/1977

Residence Address

3315 OXFORD REILY RD OXFORD, 45056

Old Address

4780 HAMILTON SCIPIO RD HAMILTON, 45013

 CONTINUE



# Voter Select Party



REPUBLICAN

DEMOCRAT

Select your party below.



HOME

BACK

Ballot Selection

12:13 PM



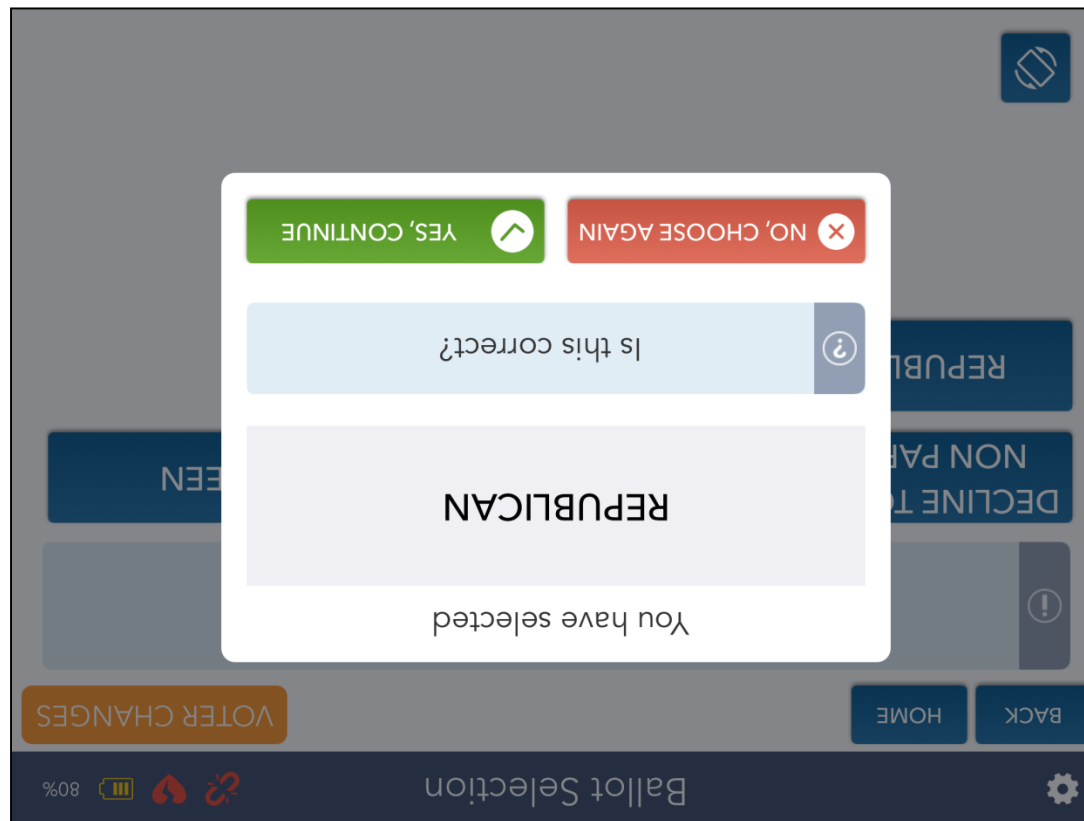
90%



TRAINING



# Voter Confirms





# Confirm Eligibility

TRAINING

Voter Eligibility

68% 8:57 AM

BACK

HOME

VOTER CHANGES

Name

GARY JASON AINSWORTH

Birth Year

1977

Voter ID

299196

Address

3315 OXFORD REILY RD  
OXFORD, 45056

Precinct - Split

REILY TWP 1

Party

NOPTY

Moved Within Precinct

✓

Voter is eligible to vote.

i

Voter has changed their address within the precinct. Continue to process the voter by touching the green button below. Provide Voter with new voter registration form.

🔍

WRONG VOTER,  
SEARCH AGAIN

⚙️

MORE OPTIONS

✓

SELECT BALLOT



# Voter Signs

The screenshot shows a mobile application interface for capturing a voter's signature. At the top, a dark blue header bar contains a gear icon, the title "Voter Signature", and status icons for a heart, battery, and 70% signal strength. Below the header, there are navigation buttons: "BACK" and "HOME" in blue, and "VOTER CHANGES" in orange. The user's information is displayed: "Name GARY JASON AINSWORTH" and "Birth Year 1977". Below this, there are two buttons: a red "CLEAR" button with a white 'X' icon and a green "DONE" button with a white checkmark icon. A dark blue bar with the text "Please sign below" is positioned above the signature area. The signature area itself is a light gray rectangle with a horizontal line. A large red oval is drawn around the signature line, indicating the area for the signature. To the left of the line is a large "X" character.

Voter Signature

BACK HOME VOTER CHANGES

Name GARY JASON AINSWORTH Birth Year 1977





CLEAR DONE

Please sign below

X



# Verify signature and issue ballot

 Voter Signature    80%

BACK

HOME

VOTER CHANGES

Name  
GARY JASON AINSWORTH


Birth Year  
1977

Voter ID  
299196

Address  
3315 OXFORD REILY RD  
OXFORD, 45056


Precinct - Split  
REILY TWP 1

Party  
REP

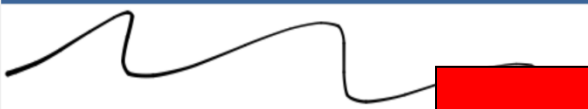


If current signature matches the signature on file, touch ISSUE BALLOT.  
If current signature does not match the signature on file, touch SIGNATURE MISMATCH.


SIGNATURE ON FILE





CURRENT SIGNATURE



SIGNATURE MISMATCH

 SIGN AGAIN

 ISSUE BALLOT





# Program Card

TRAINING

Issue Ballot

68%

8:58 AM

BACK

HOME

VOTER CHANGES

Name

GARY JASON AINSWORTH

Birth Year

1977

Voter ID

299196

Address

3315 OXFORD REILY RD  
OXFORD, 45056

Precinct - Split

REILY TWP 1

Party

REP

Select ballot type

ICX Ballot

Paper Ballot

Ballot Style

223R



i

ICX Ballot Selected. Touch PROGRAM CARD  
and program the voter access card for the  
voter.

PROGRAM CARD




# Insert Voter Access Card

**Issue Ballot**   90%


**BACK** **HOME** **VOTER CHANGES**


Name: **GARY JASON AINSWORTH** Birth Year: **1977** Voter ID: **299196**


Address: **331 OX**

Select: 

☐ Audio Ballot

 Card reader is ready  
Insert Voter Access Card

 **CANCEL**

 **PROGRAM CARD**




# Touch Continue to Program Card

BACK HOME VOTER CHANGE

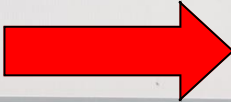
Name  
GARY JASON AINSWORTH Birth Year  
1977 Voter ID  
299196

Address  
331  
OX

Select

 ☐ Audio Ballot

Ready to write Voter Access Card

☒ CANCEL  ☒ CONTINUE

PROGRAM CARD



# Give voter a Voter Registration Form to complete before voting.

The screenshot shows a mobile application interface for voter registration. At the top, a dark blue header bar contains a gear icon, the text 'Processing Complete', and status icons for Wi-Fi, battery, and 79% charge. Below the header, an orange button labeled 'VOTER CHANGES' is in the top right. The main content area displays voter information: Name (GARY JASON AINSWORTH), Voter ID (299196), and Ballot Style (REILY1). A green bar with a checkmark icon and the text 'Voter successfully checked in' is below the information. A light blue box with an information icon (i) on the left contains the text 'Great Job!' and 'Direct the voter to the TSX machine.' At the bottom, a green button with a checkmark icon and the text 'PROCESS NEXT VOTER' is highlighted by a large red arrow pointing left.

Processing Complete

VOTER CHANGES

Name: GARY JASON AINSWORTH  
Voter ID: 299196  
Ballot Style: REILY1

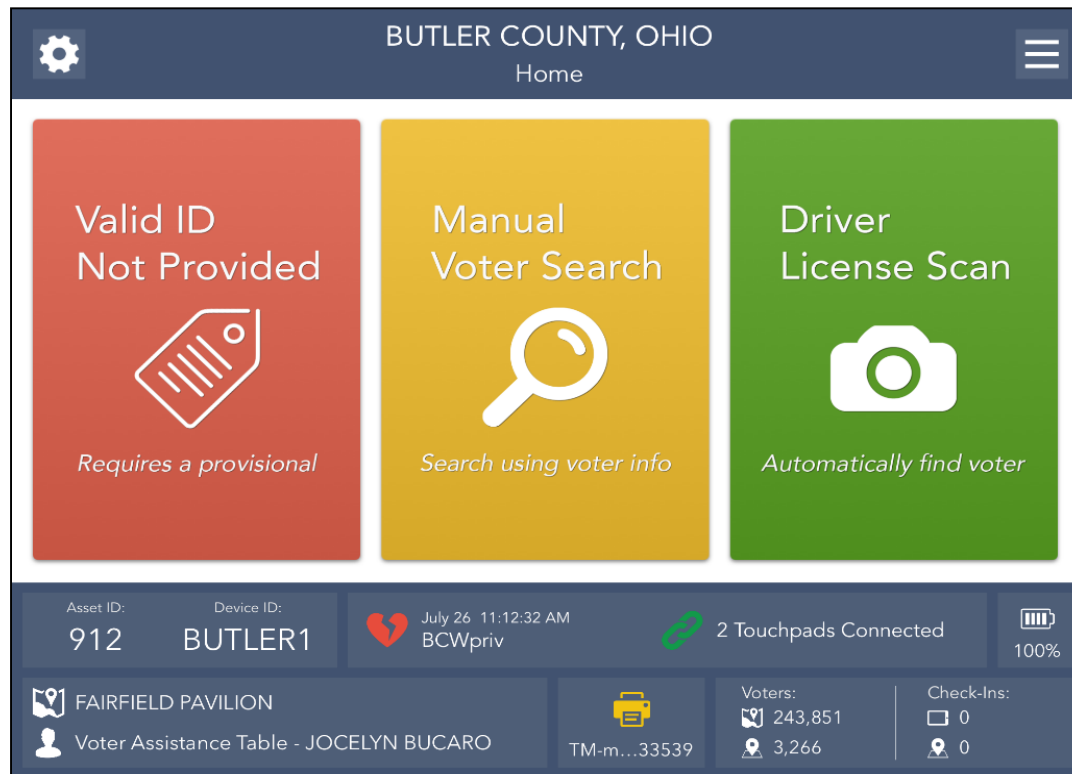
✓ Voter successfully checked in

i Great Job!  
Direct the voter to the TSX machine.

✓ PROCESS NEXT VOTER

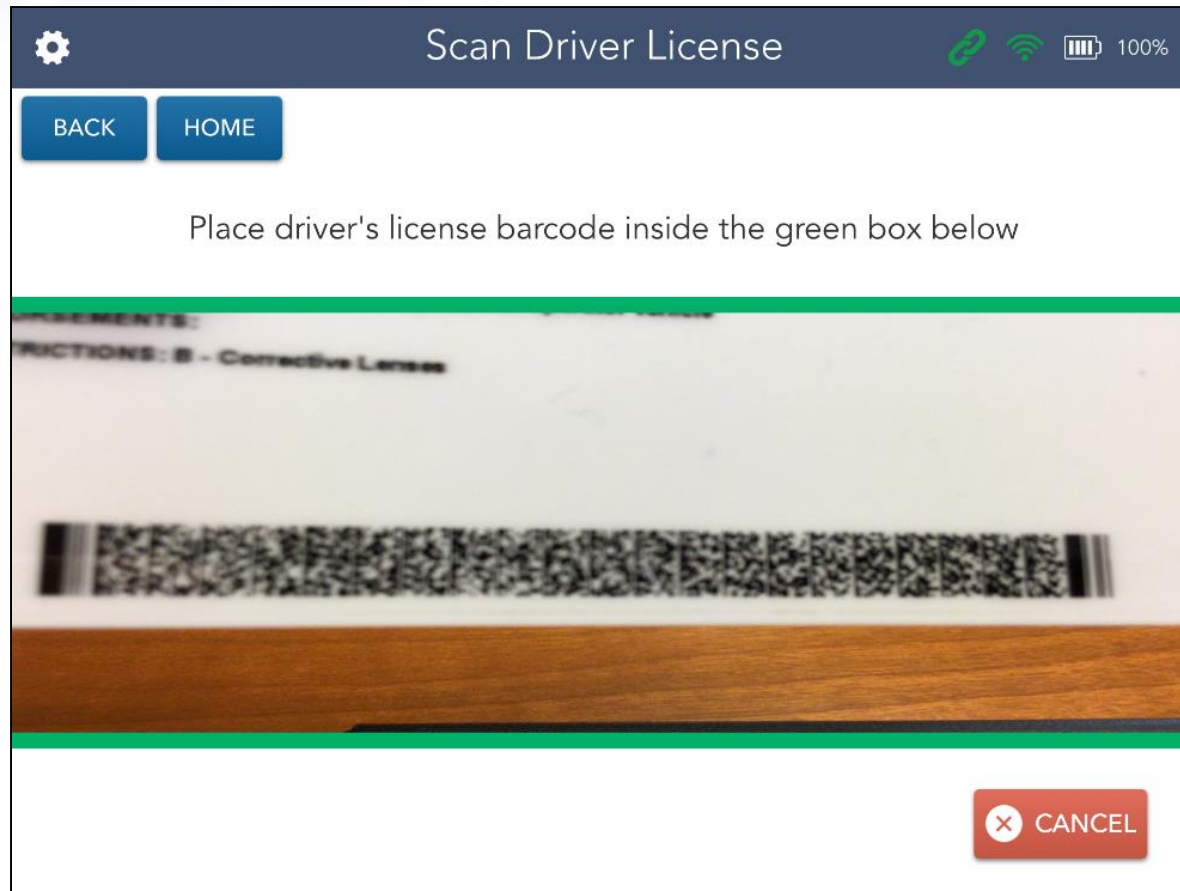


# What if the voter's name is not current?





# Scan Driver's License or Manual Search with other ID





# Ask; current name and address

TRAINING

Voter Eligibility

71%

7:57 AM

BACK

HOME

Name

CARLA J EDWARDS

Birth Year

1970

Voter ID

330796

Address

5909 STILLWELL RD  
OXFORD, 45056

Precinct - Split

REILY TWP 2

Party

NOPTY

Voter is eligible to vote.




WRONG VOTER,  
SEARCH AGAIN

MORE OPTIONS

SELECT BALLOT




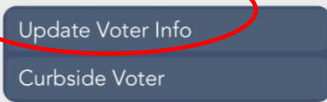

# ASK: What is your name and current address?




**TRAINING**  **Voter Eligibility**  76%  2:24 PM

[BACK](#) [HOME](#)

Name CARLA J EDWARDS	Birth Year 1970	Voter ID 330796
Address 5909 STILLWELL RD OXFORD, 45056	Precinct - Split REILY TWP 2	Party NOPTY




 Voter is eligible to vote.

 **WRONG VOTER,  
SEARCH AGAIN**  **MORE OPTIONS**  **SELECT BALLOT**




# Update voter's name


**TRAINING**  Voter Update  76%  2:24 PM

[BACK](#) [HOME](#)

Touch EDIT to Update Information Below

Name  
CARLA J EDWARDS  [EDIT](#)

Residence Address  
5909 STILLWELL RD OXFORD, 45056 [EDIT](#)

 [CONTINUE](#)






# Touch X to clear information that needs updating

The screenshot shows the 'Voter Update' app interface. At the top, there's a dark blue header with a gear icon, the title 'Voter Update', and status icons for Wi-Fi, battery (79%), and signal. Below the header are two blue buttons: 'BACK' and 'HOME'. The main section is titled 'Basic Information' and contains several input fields: 'First Name' (CARLA), 'Middle Name' (J), 'Last Name' (empty), and 'Suffix' (empty). Below these is a 'Birth Month / Day / Year' section with fields for '02', '27', and '1970'. A green 'CONTINUE' button with a checkmark is located to the right of the birth date fields. A red circle highlights the 'Last Name' field, and a red arrow points from it to a larger red circle containing a grey 'X' icon, indicating the action to clear the field. A virtual keyboard is visible at the bottom of the screen.



# Enter voter's new name


**TRAINING**  Voter Update  71%  7:58 AM


**BACK** **HOME**

Basic Information



First Name Middle Name Last Name Suffix Gender





CARLA J SMITH

 **CONTINUE**

Q W E R T Y U I O P 

A S D F G H J K L **next**

 Z X C V B N M ! , ? . 

.?123    .?123 



# Select documentation voter shows as proof of name change

The screenshot shows a mobile application interface for 'Voter Update'. At the top, there's a status bar with 'TRAINING', a gear icon, 'Voter Update', a battery icon at 71%, and the time 7:59 AM. Below the status bar are 'BACK' and 'HOME' buttons. The main content area shows a 'Name Change Documentation' dialog. The dialog has a title bar and a list of options: 'Marriage license', 'Court Order', 'None', and 'Other'. To the right of the list is a blue box with the text 'Select a name change documentation from the list then touch CONTINUE'. At the bottom of the dialog are two buttons: 'CANCEL' (red with a white 'X') and 'CONTINUE' (green with a white checkmark). The background of the app shows a 'Basic' form with a 'First Name' field containing 'CA' and a dropdown menu.

Documentation Type
Marriage license
Court Order
None
Other

Select a name change documentation from the list then touch CONTINUE



# Direct voter to verify

CORRECT

NOT CORRECT

5909 STILLWELL RD OXFORD, 45056

Residence Address

CARLA J SMITH

Name

N/A

Gender

Confirm Information Below

HOME

BACK

Voter Update

71% 7:59 AM

TRAINING



# Information is Correct. Touch Continue.

TRAINING

Voter Update

71%

7:59 AM

BACK

HOME

INFORMATION IS CORRECT

Name

CARLA J SMITH

Gender

N/A

Residence Address

5909 STILLWELL RD OXFORD, 45056

CONTINUE



# Select Ballot

TRAINING

Voter Eligibility

71% 7:59 AM

BACK

HOME

VOTER CHANGES

Name  
CARLA J SMITH

Birth Year  
1970

Voter ID  
330796

Address  
5909 STILLWELL RD  
OXFORD, 45056

Precinct - Split  
REILY TWP 2

Party  
NOPTY

Name  
Change

✓

Voter is eligible to vote.

i

The voter had a name change and provided proper documentation.  
Continue to process the voter by touching the green button below.

Q WRONG VOTER,  
SEARCH AGAIN

⚙ MORE OPTIONS

✓ SELECT BALLOT



# Flip Screen; Voter Selects Party

The screenshot shows a mobile application interface for ballot selection. At the top right is a blue square icon with a white circular arrow. Below this is a large light blue rectangular area containing the text "Select your party below." and a small circular icon with an exclamation mark. Below this area are two blue buttons labeled "REPUBLICAN" and "DEMOCRAT". At the bottom of the screen is a dark blue navigation bar with the text "Ballot Selection" in the center. To the left of the text are icons for a green leaf, a battery level of 71%, and the time 7:59 AM. To the right of the text are two blue buttons labeled "HOME" and "BACK", and an orange button labeled "VOTER CHANGES". In the bottom right corner of the screen, there is a red banner with the word "TRAINING" and a gear icon.

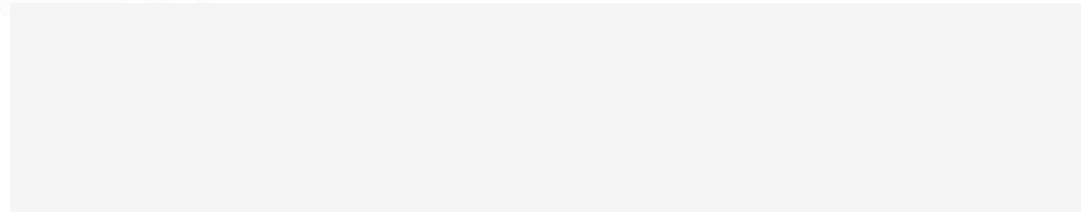


# Voter Confirms





# Voter Signs



X

Please sign below

**CLEAR** 

**DONE** 

**CARLA J SMITH**  
Name

**1970**  
Birth Year

**VOTER CHANGES**

**HOME** **BACK**

**Voter Signature**

**TRAINING** 

**71%**  **8:00 AM**



# Voter Signs and then Verify Signature


**TRAINING** Voter Signature 71% 8:00 AM

**BACK** **HOME** **VOTER CHANGES**

Name: CARLA J SMITH Birth Year: 1970 Voter ID: 330796  
Address: 5909 STILLWELL RD Precinct - Split: REILY TWP 2 Party: DEM  
OXFORD, 45056

**i** If current signature matches the signature on file, touch ISSUE BALLOT.  
If current signature does not match the signature on file, touch SIGNATURE MISMATCH.

**SIGNATURE ON FILE**  
*Carla Edwards*

**CURRENT SIGNATURE**  


**SIGNATURE MISMATCH**

**SIGN AGAIN**

**ISSUE BALLOT**



# For voters who have proof of name change, the Form 10L will print. Direct Voter to Complete

**TRAINING** Issue Ballot 70% 8:01 AM

**BACK** **HOME** **VOTER CHANGES**

Name: CARLA J SMITH Birth Year: 1970 Voter ID: 220796  
Address: 5909 S OXFO

Select ballot

**Printing 10L**

Voter had a name change. Printing the 10L slip. Have voter fill out and hand back slip. Touch REPRINT to reprint slip. Touch CONTINUE to complete.

**REPRINT** **CONTINUE**

**PROGRAM CARD**



# Issue Ballot

TRAINING

Issue Ballot

70% 8:01 AM

BACK

HOME

VOTER CHANGES

Name

CARLA J SMITH

Birth Year

1970

Voter ID

330796

Address

5909 STILLWELL RD  
OXFORD, 45056

Precinct - Split

REILY TWP 2

Party

DEM

Select ballot type

ICX Ballot

Paper Ballot

Ballot Style

224D

i

ICX Ballot Selected. Touch PROGRAM CARD  
and program the voter access card for the  
voter.

PROGRAM CARD



# Insert Voter Access Card

TRAINING

Issue Ballot

70% 8:01 AM

BACK HOME VOTER CHANGES

Name CARLA J SMITH Birth Year 1970 Voter ID 330796

Address 590 OX

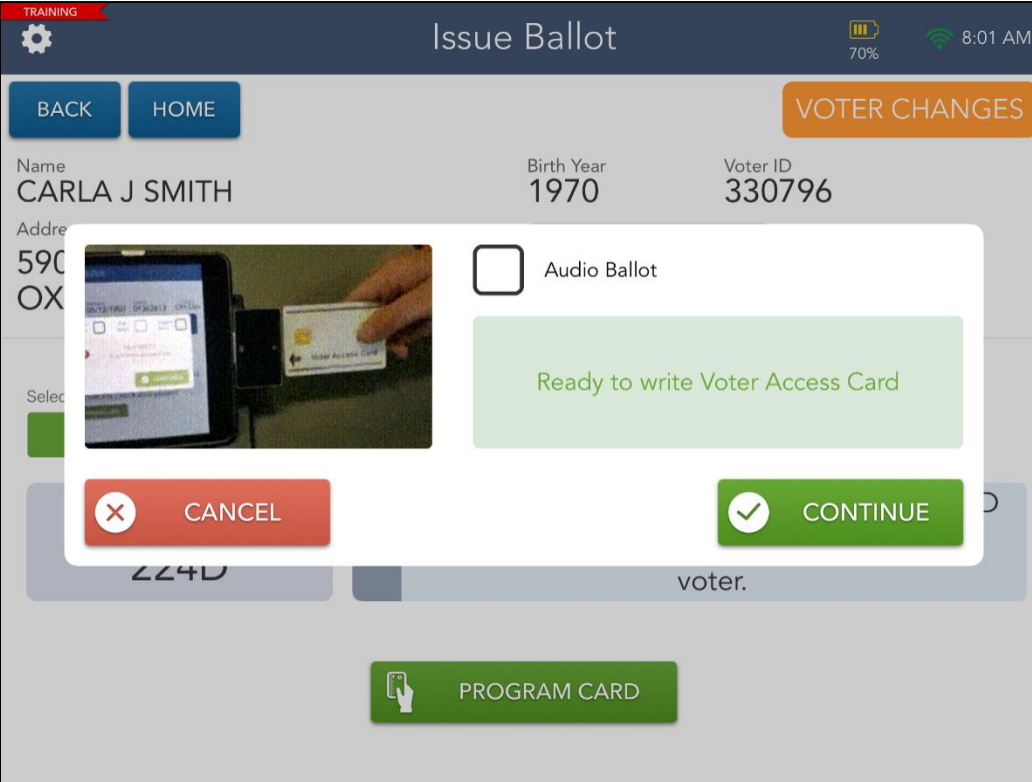
Select

☐ Audio Ballot

Ready to write Voter Access Card




CANCEL  CONTINUE

224D voter.







# Voter Processing Complete – Great Job!


 Processing Complete   79%

VOTER CHANGES

Name	Voter ID	Ballot Style
CARLA J SMITH	330796	REILY2

 Voter successfully checked in

 Great Job!  
Direct the voter to the **ICX Machine**

 PROCESS NEXT VOTER



If voter has no proof of name change,  
select None when prompted.

The screenshot shows the 'Voter Update' app interface. At the top, there's a settings gear icon, the title 'Voter Update', and status icons for Wi-Fi, battery (79%), and signal. Below the title are 'BACK' and 'HOME' buttons. The 'Basic Information' section includes fields for 'First Name' (CARLA), 'Middle Name' (J), and 'Suffix'. The birth date is shown as 02 / 27 / 1. A modal dialog is open with the question 'What documentation was shown for name change?'. The dialog lists four options: 'Marriage license', 'Court Order', 'None', and 'Other'. A red arrow points to the 'None' option. At the bottom of the dialog are 'CANCEL' and 'CONTINUE' buttons. A 'CONTINUE' button is also visible in the background on the right side of the screen.

Voter Update

BACK HOME

Basic Information

First Name Middle Name Suffix

CARLA J

Birth Month / Day / Year

02 / 27 / 1

What documentation was shown for name change?

Marriage license

Court Order

None

Other

CANCEL CONTINUE

CONTINUE



# For voters who do not have proof, they will be marked not eligible.

**TRAINING** Voter Eligibility 66%

**BACK** **HOME** **Name Change No Documentation** **VOTER CHANGES**

Name: CARLA J SMITH Birth Year: 1970 Voter ID: 330796  
Address: 5909 STILLWELL RD OXFORD, 45056 Precinct - Split: REILY TWP 2 Party: NOPTY

Name Change No Documentation

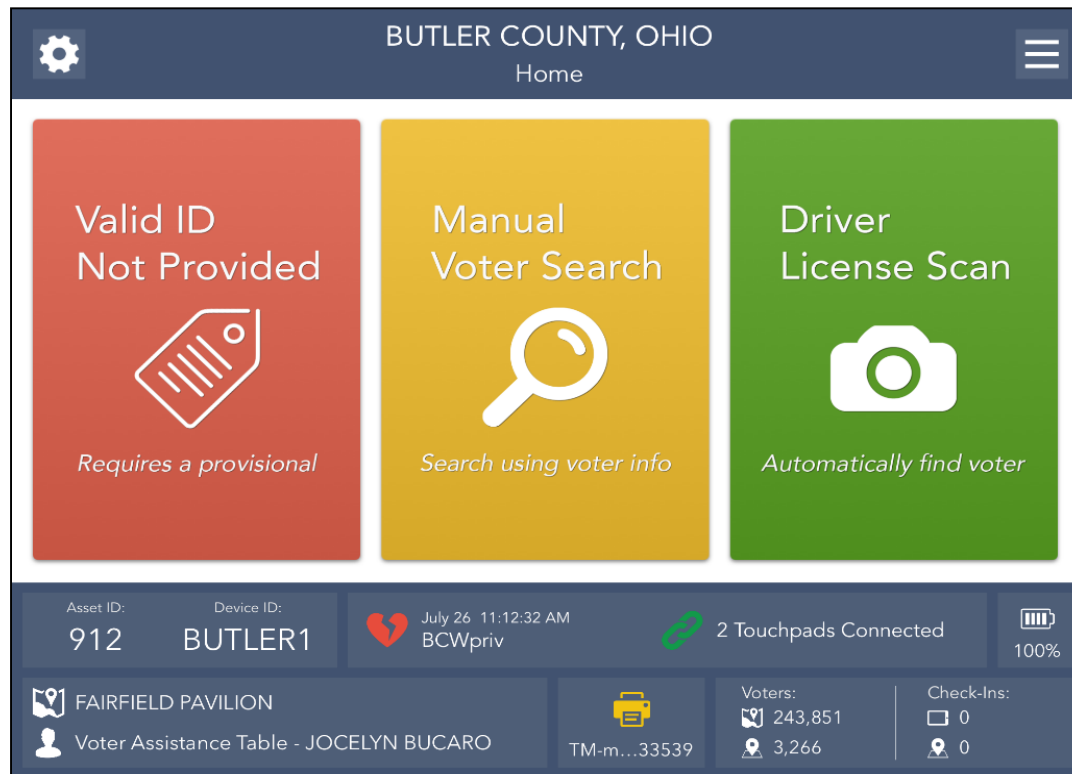
**!** Voter is not eligible to vote a regular ballot. Read instructions below.

**i** The voter had a name change and did not provide proper documentation. Voter will be issued a provisional ballot. Continue by touching PROCESS PROVISIONAL.

**Q** **WRONG VOTER, SEARCH AGAIN** **⚙** **MORE OPTIONS** **🏷** **PROCESS PROVISIONAL**

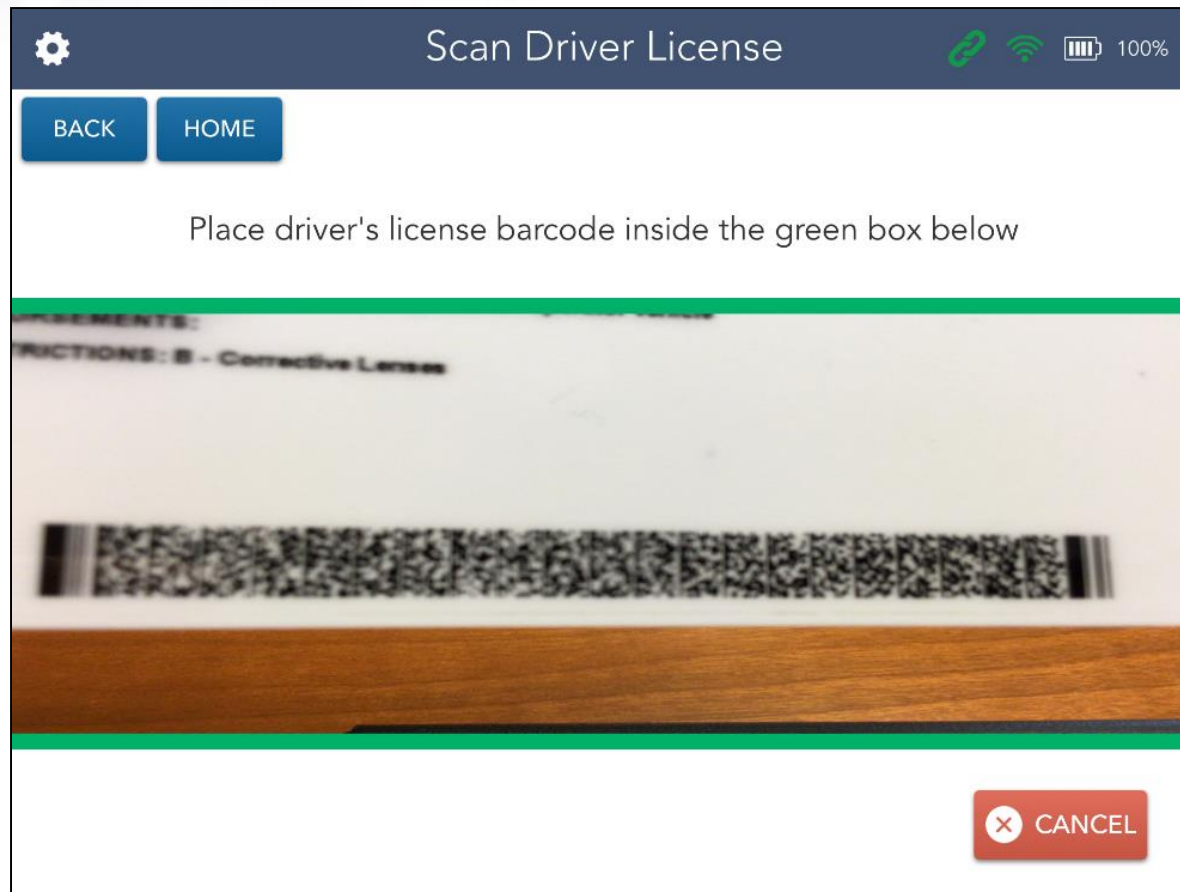


# What if the voter is the wrong location?





# Scan Driver's License





# What if voter is in the wrong polling place?

TRAINING

Wrong Location

85%

12:48 PM

BACK

HOME

Name

JAY A KLEIN

Birth Year

1967

Voter ID

373277

Address

6207 WALDEN PONDS CIR  
HAMILTON, 45011

Precinct - Split

FAIRFIELD TWP 18

Party

0

!

Wrong Location

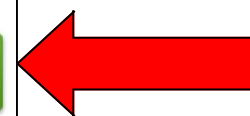
i

Ask the Voter for their name and address. If the Voter gives you an address that matches the poll book, the Voter is at the wrong voting location. Touch the green Re-Direct Voter button and re-direct the voter to his/her correct voting location. If Voter is moving into your location, touch the yellow UPDATE VOTER INFO button.

PROCESS PROVISIONAL

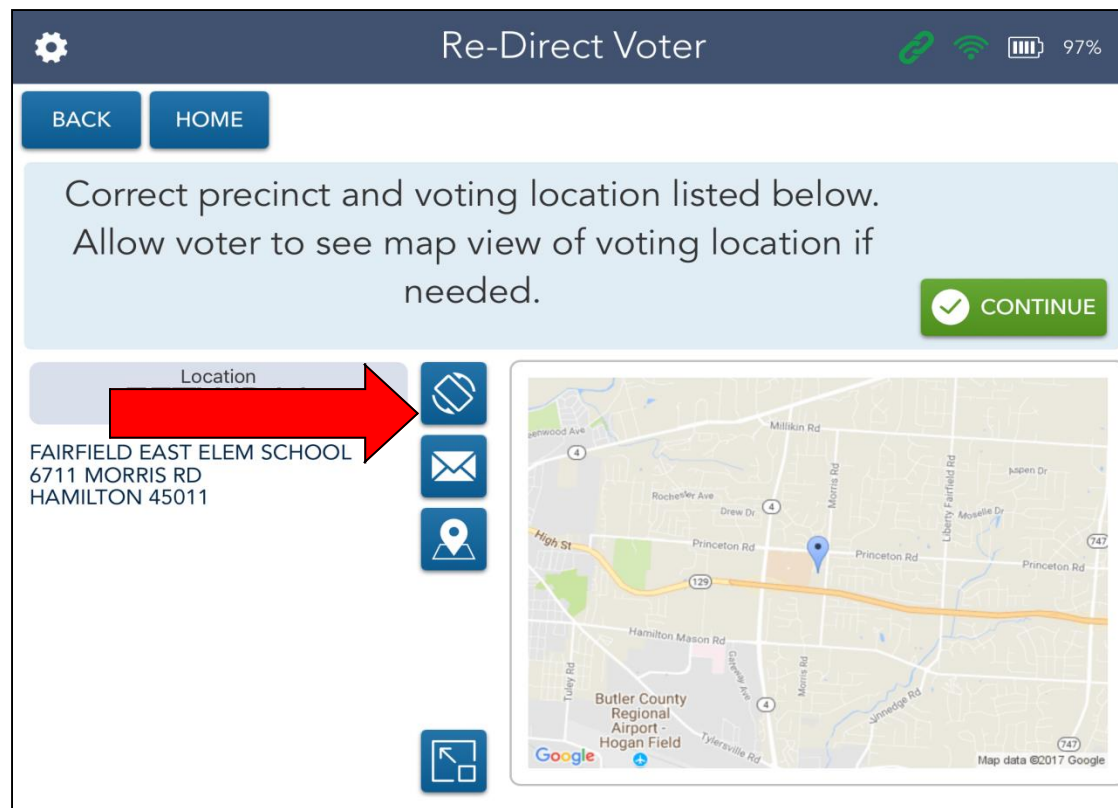
UPDATE VOTER INFO

RE-DIRECT VOTER



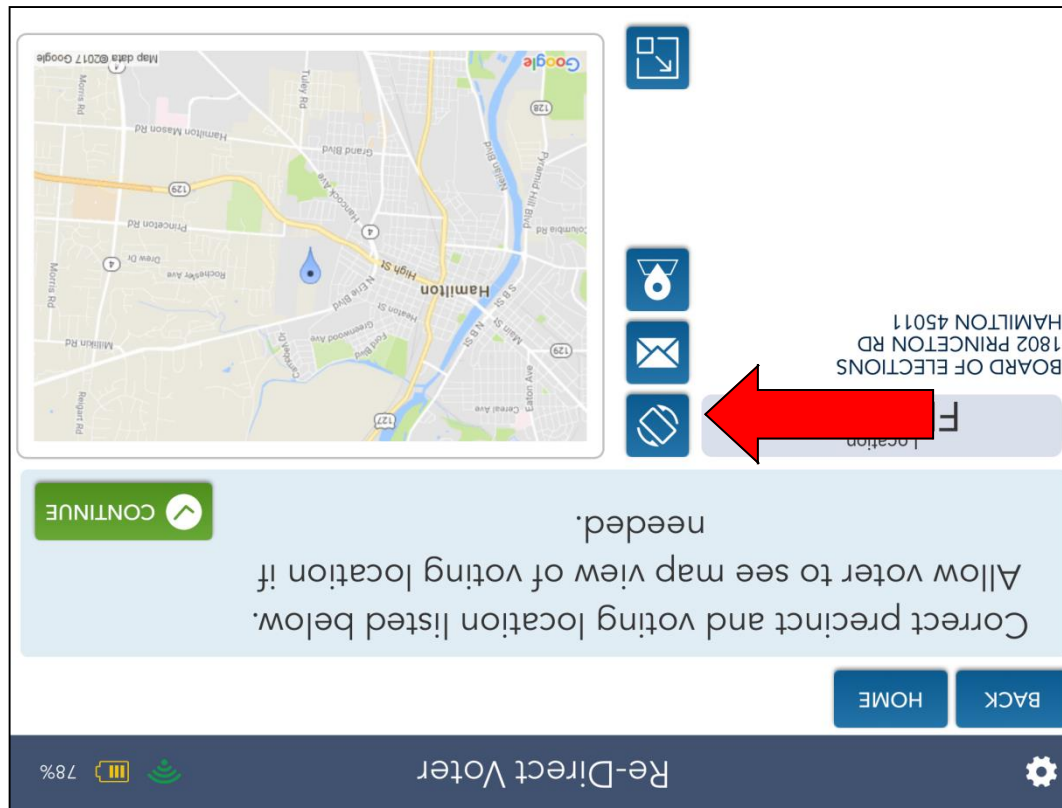


# Touch Rotate Screen button to flip screen for voter's view









# Tilt screen on axis to show voter map view.






# OR Touch Envelope to text or email address to voter

 Re-Direct Voter    97%





BACK HOME

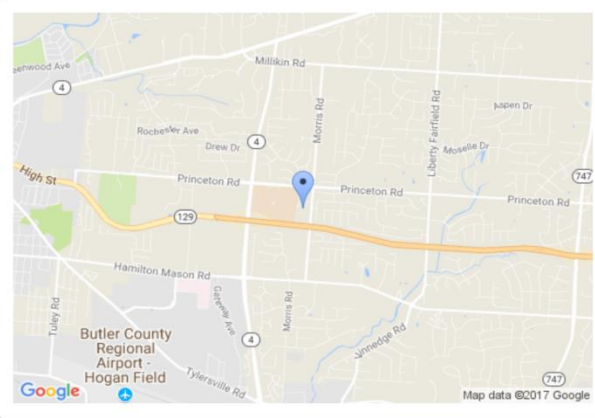
Correct precinct and voting location listed below.  
Allow voter to see map view of voting location if needed.

 CONTINUE

Location  
FFTWP11

FAIRFIELD EAST  
6711 MORRIS RD  
HAMILTON 45011





  
  
  




Map data ©2017 Google



# OR Expand Map and Get Turn-by-Turn Directions





 Re-Direct Voter    97%

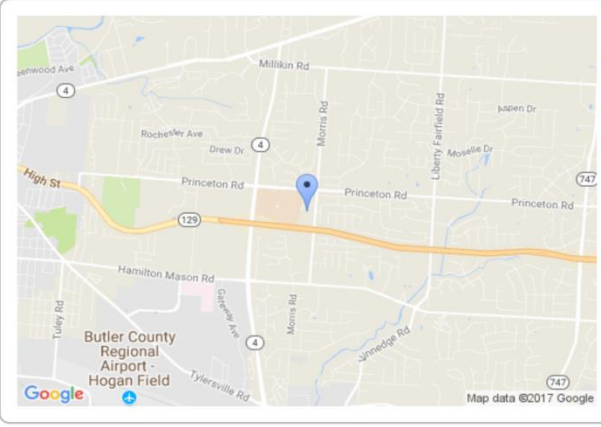
[BACK](#) [HOME](#)

Correct precinct and voting location listed below.  
Allow voter to see map view of voting location if needed.

[✓ CONTINUE](#)

Location  
**FFTWP11**  
FAIRFIELD EAST ELEM SCHOOL  
6711 MORRIS RD  
HAMILTON 45011





Map data ©2017 Google





# Touch the Blue Print Button to Print Directions

**Re-Direct Voter**

267 WASSERMAN RD

**SHOW DIRECTIONS** [Map Icon] [Print Icon]

Head south on Reily Millville Rd toward Reserve Run/Sawmill Rd  
6.1 mi 8 mins

Turn right onto US-27 S/Millville Oxford Rd  
0.7 mi 2 mins

Turn right onto Walnut St  
0.2 mi 1 min

Turn left onto Ross Hanover Rd  
2.5 mi 4 mins

Turn left onto Wasserman Rd  
0.4 mi 1 min

**Re-Direct Voter**

WASSERMAN RD

**HIDE DIRECTIONS** [Map Icon] [Print Icon] **CLOSE**

Head south on Reily Millville Rd toward Reserve Run/Sawmill Rd  
6.1 mi 8 mins

Turn right onto US-27 S/Millville Oxford Rd  
0.7 mi 2 mins

Turn right onto Walnut St  
0.2 mi 1 min

Turn left onto Ross Hanover Rd  
2.5 mi 4 mins

Turn left onto Wasserman Rd  
0.4 mi 1 min

Map data ©2017 Google



# To Email or Text Address to Voter

The screenshot shows a mobile application interface titled "Re-Direct Voter". At the top, there is a status bar with a gear icon, the title "Re-Direct Voter", and icons for signal, Wi-Fi, and battery (100%). Below the status bar are two buttons: "BACK" and "HOME".





The main content area displays a map of a location. Text on the screen includes "Correct precinct and voting location listed below. Allow vo...", "Loca LIBER", and "LAKOTA PLAINS JU 5500 PRINCETON HAMILTON 45011". A green "CONTINUE" button with a checkmark icon is visible on the right side of the map.

A dialog box titled "Send Directions" is overlaid on the map. It contains two options: "Email" with an unchecked checkbox and "Text" with an unchecked checkbox. Below these options is a button labeled "Select Email or Text" with an information icon (i). At the bottom of the dialog box is a red "CANCEL" button with a close icon (X).

The map shows a street view with labels for "Hamilton Mason Rd", "Morse Rd", "Unwedged Rd", "Princeton", and "Hamilton Mason Rd". The Google logo and "Map data ©2017 Google" are visible at the bottom of the map.

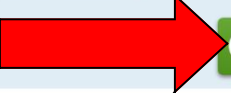


# Finally, touch Continue to print address

 Re-Direct Voter    97%





[BACK](#) [HOME](#)

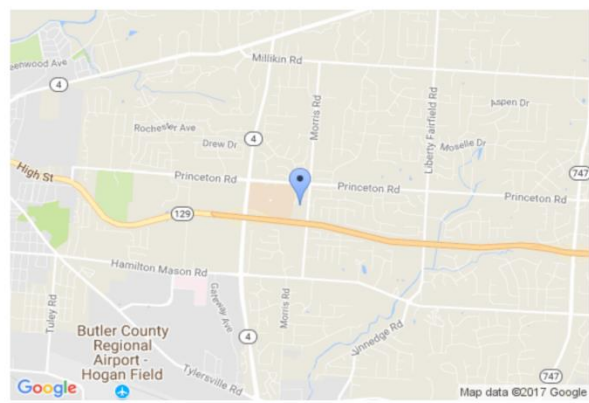
Correct precinct and voting location listed below.  
Allow voter to see map view of voting location if needed.



Location  
**FFTWP11**

FAIRFIELD EAST ELEM SCHOOL  
6711 MORRIS RD  
HAMILTON 45011

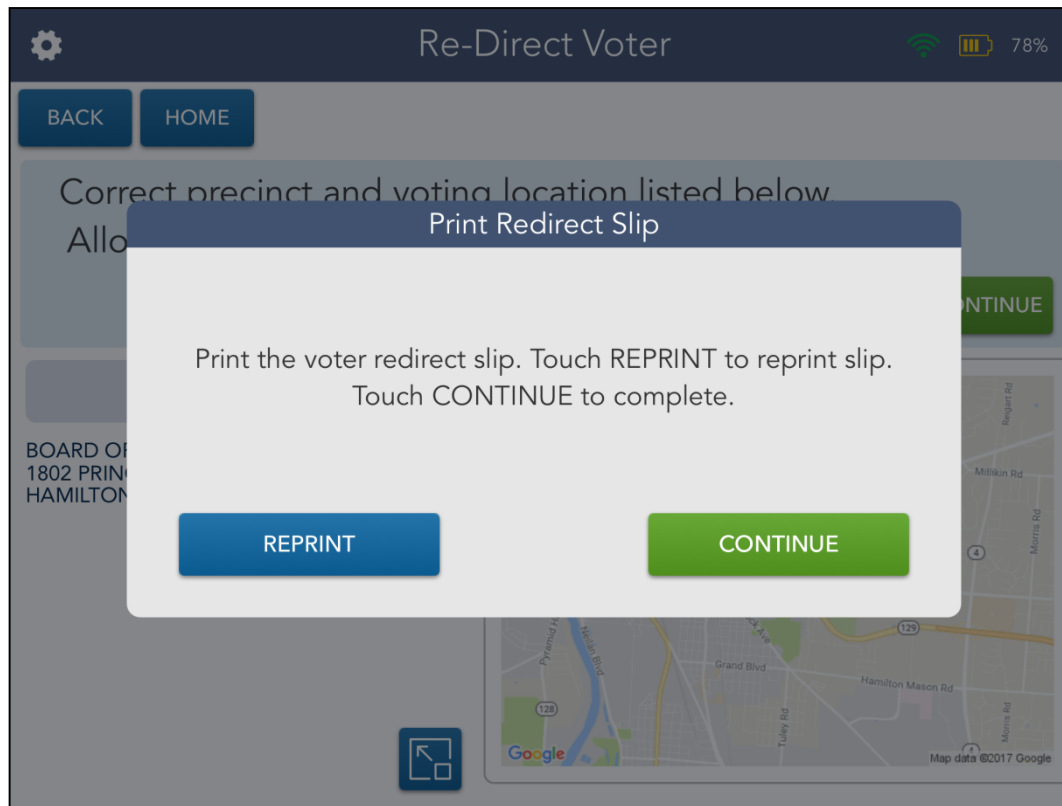




Map data ©2017 Google






# Re-direct slip will print with voter's polling location address





# All Finished! Hand re-direct slip to voter.


 Processing Complete   78%

Name


JAY A KLEIN

Voter ID


373277



Voter successfully redirected.



Hand voter the re-direct slip.

 PROCESS NEXT VOTER



# What if the voter is not found?

The screenshot shows a tablet interface for Butler County, Ohio. The top header is dark blue with a gear icon on the left, the text "BUTLER COUNTY, OHIO" and "Home" in the center, and a hamburger menu icon on the right. Below the header are three large colored tiles: a red tile for "Valid ID Not Provided" with a tag icon and the note "Requires a provisional"; a yellow tile for "Manual Voter Search" with a magnifying glass icon and the note "Search using voter info"; and a green tile for "Driver License Scan" with a camera icon and the note "Automatically find voter". The bottom status bar is dark blue and contains several sections: "Asset ID: 912" and "Device ID: BUTLER1" on the left; a heart icon, date/time "July 26 11:12:32 AM", and location "BCWpriv" in the center; a green link icon and "2 Touchpads Connected" on the right; and a battery icon at 100% on the far right. Below the status bar is a dark blue footer with a location pin icon and "FAIRFIELD PAVILION", a person icon and "Voter Assistance Table - JOCELYN BUCARO", a printer icon and "TM-m...33539", a voters icon and "Voters: 243,851 / 3,266", and a check-in icon and "Check-Ins: 0 / 0".

BUTLER COUNTY, OHIO  
Home

Valid ID Not Provided  
*Requires a provisional*

Manual Voter Search  
*Search using voter info*

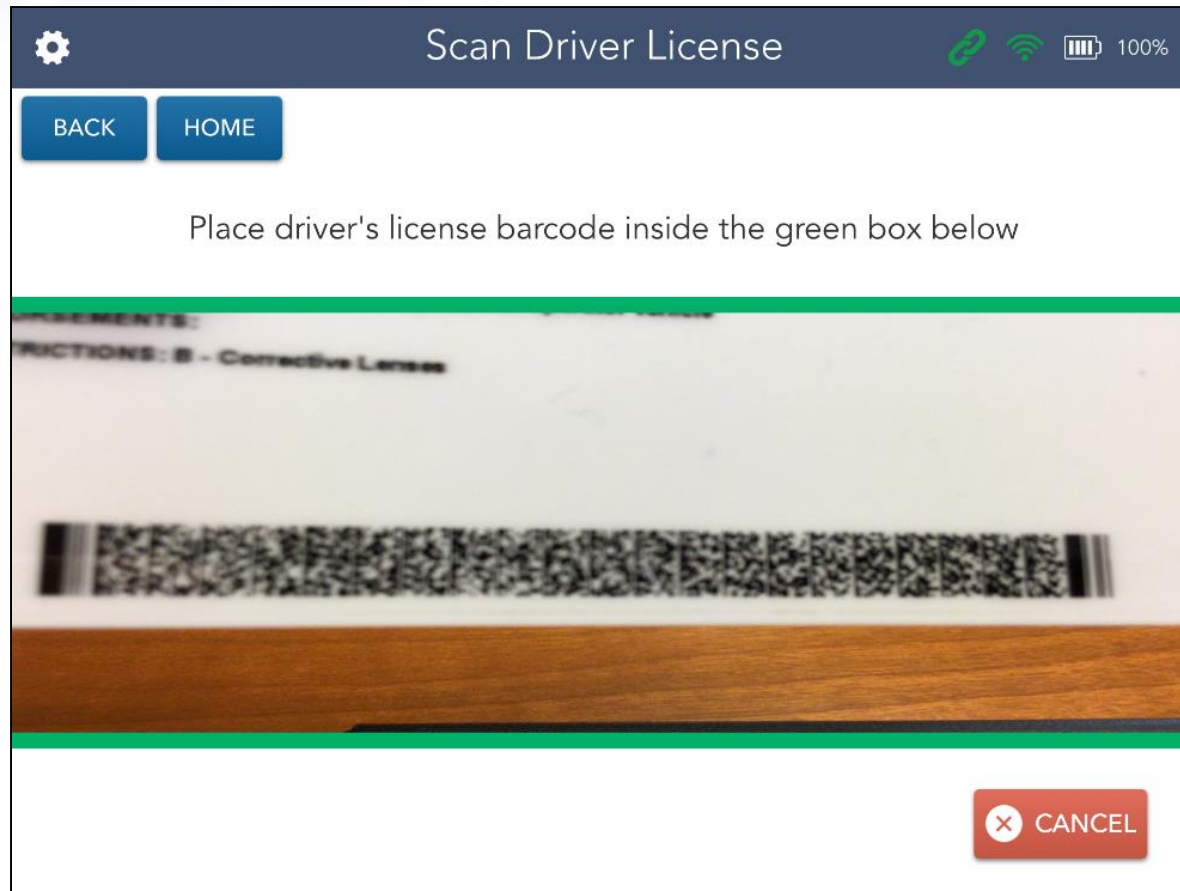
Driver License Scan  
*Automatically find voter*

Asset ID: 912    Device ID: BUTLER1    July 26 11:12:32 AM BCWpriv    2 Touchpads Connected    100%

FAIRFIELD PAVILION  
Voter Assistance Table - JOCELYN BUCARO    TM-m...33539    Voters: 243,851 / 3,266    Check-Ins: 0 / 0

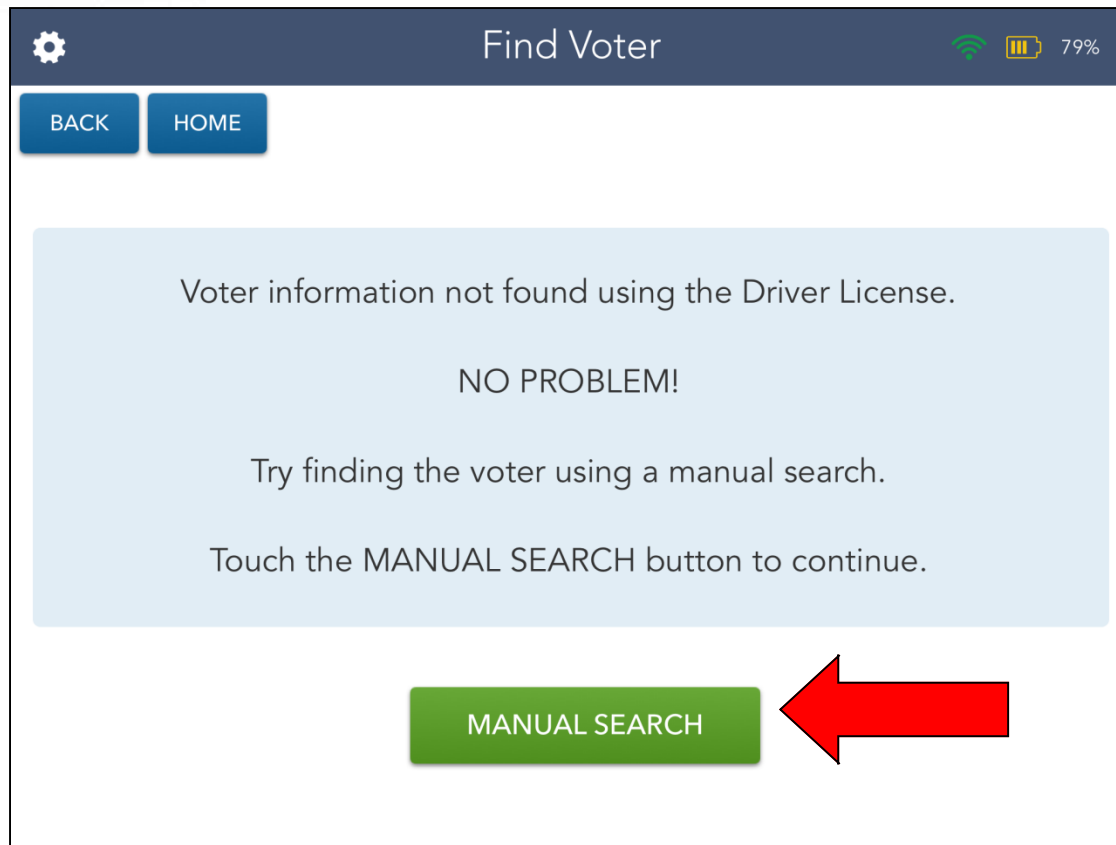


# Scan Driver's License or Manual Search with other ID



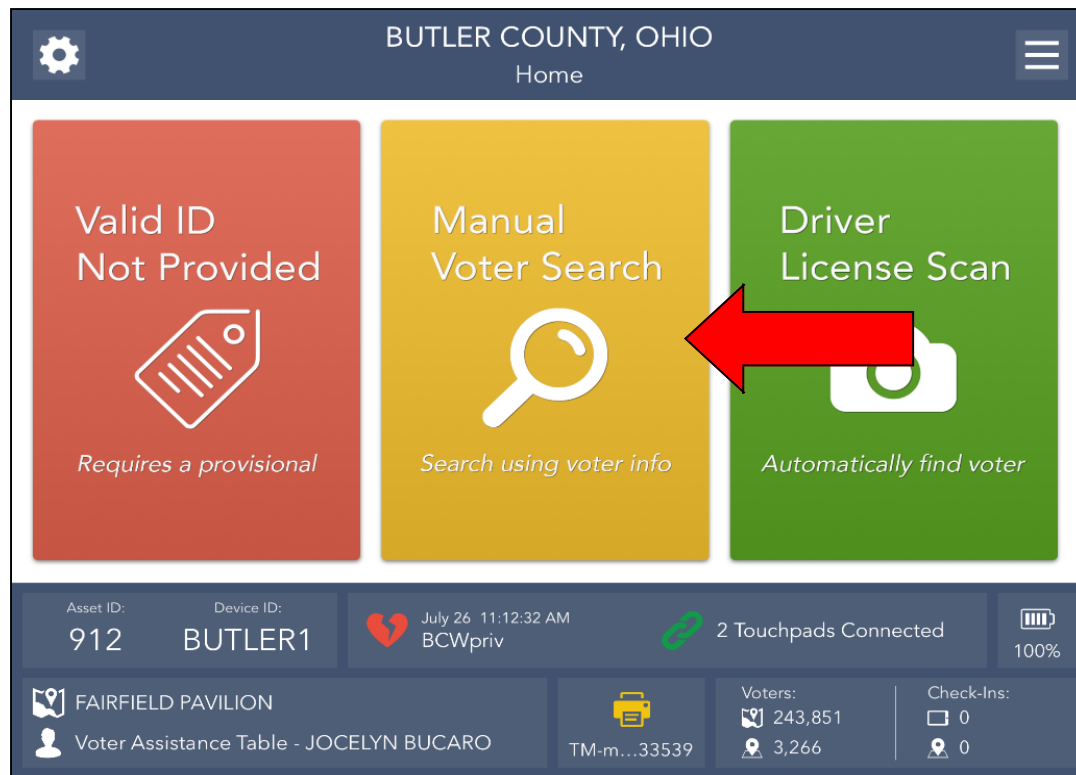


# No voter found, Manual Search





# Manual Voter Search





# Select Identification

TRAINING

BUTLER COUNTY, OHIO

Election Day - March 17, 2020 Primary Election

1:22 PM

8 Identification Types - Select One Below

Valid Ohio Driver's License or Ohio ID

Military ID

St/Fed Govt Photo ID

Utility Bill

Government Check

Paycheck

Bank Statement

Other Government Document

All forms of ID must contain the voter's name. Driver's License/State ID cannot be expired. Other forms of ID must be issued within the last 12 months. See Page 81 in your manual for further information.

Voter registration notification from the Board of Elections is not a valid form of ID.

CANCEL

CONTINUE



# Find Voter

TRAINING

Find Voter

81% 1:24 PM

BACK

HOME

START OVER

LAST NAME AND HOUSE NUMBER

LAST NAME AND BIRTH YEAR

LAST NAME AND FIRST NAME

VOTER ID

Last Name

House Number

GIB

6274

SEARCH

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3

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search

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!

?

#+=

ABC

undo

ABC



# Still not found? Search again using last name and birth year

The screenshot shows a mobile application interface titled "Find Voter". At the top, there is a status bar with a gear icon, the title "Find Voter", and icons for a link, Wi-Fi, and a 98% battery level. Below the status bar are two blue buttons: "BACK" and "HOME". Underneath these are four search criteria buttons: "LAST NAME AND HOUSE NUMBER" (green), "LAST NAME AND BIRTH YEAR" (blue), "LAST NAME AND FIRST NAME" (blue), and "VOTER ID" (blue). A large light blue rectangular area in the center contains the text: "No voter found. Search again. If still not found, touch VOTER NOT FOUND." At the bottom of the screen are two buttons: "VOTER NOT FOUND" (red) and "SEARCH AGAIN USING LAST NAME AND BIRTH YEAR" (green). A large red arrow points from the right side of the screen towards the green "SEARCH AGAIN USING LAST NAME AND BIRTH YEAR" button.



# Enter first 3 letters of voter's last name and birth year

Find Voter

BACK HOME START OVER

LAST NAME AND HOUSE NUMBER LAST NAME AND BIRTH YEAR LAST NAME AND FIRST NAME VOTER ID

Last Name Birth Year

GIB 1967

SEARCH

1 2 3 4 5 6 7 8 9 0

- / : ; ( ) \$ & @ return

#+= undo . , ? ! ' " #+=

ABC ABC



# Correct Voter????

TRAINING

Wrong Location

81%

1:24 PM

BACK

HOME

Name

LITA GIBSON

Birth Year

1967

Voter ID

309422

Address

7953 WOODY HOLLOW DR  
CINCINNATI, 45241

Precinct - Split

WEST CHESTER TWP 37

Party

REP

GIB

Wrong Location

Ask the Voter for their name and address. If the Voter gives you an address that matches the poll book, the Voter is at the wrong voting location. Touch the green Re-Direct Voter button and re-direct the voter to his/her correct voting location. If Voter is moving into your location, touch the yellow UPDATE VOTER INFO button.

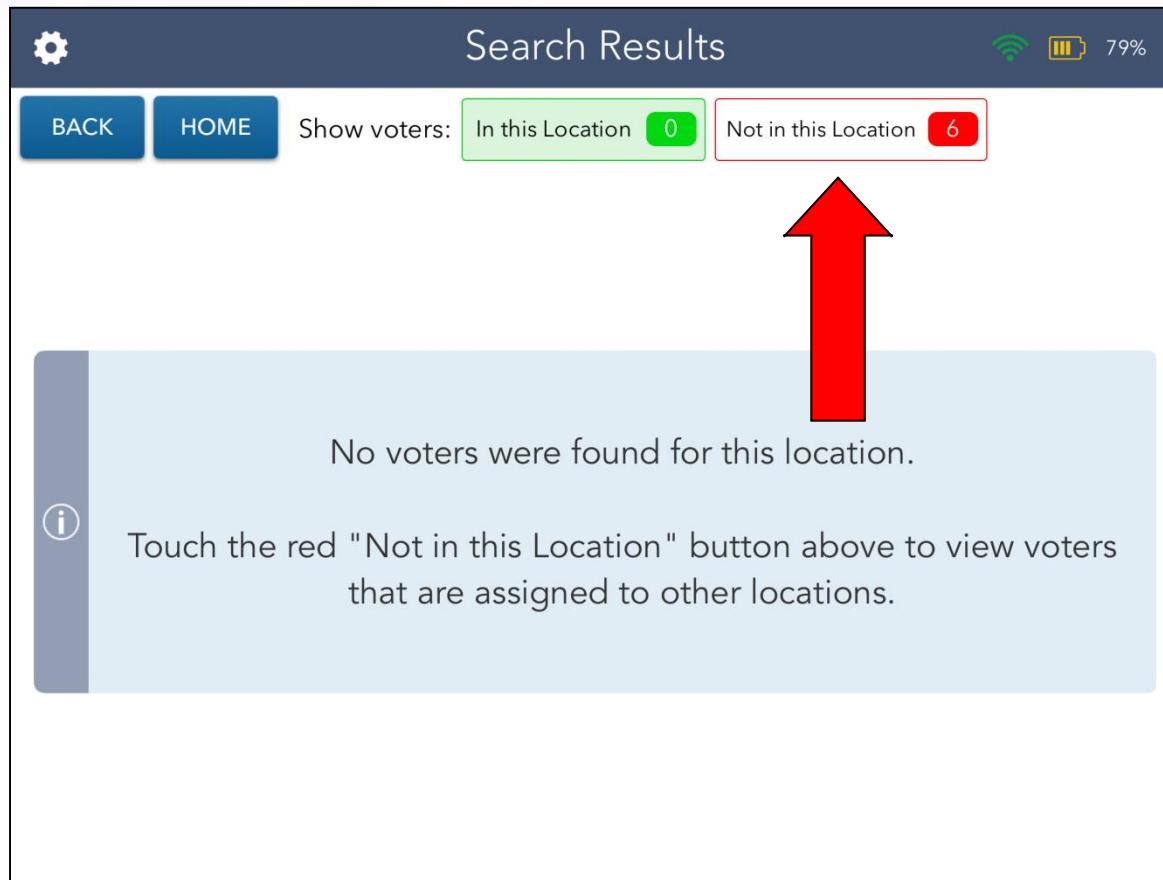
PROCESS PROVISIONAL

UPDATE VOTER INFO

RE-DIRECT VOTER






# No results at this location. Select Not in this Location






# If you locate voter in county results

 Search Results   78%

[BACK](#) [HOME](#) Show voters: In this Location 0 Not in this Location 6




6 voter(s) not in this voting location

<b>ROBERTO QUIJANO</b> Birth Year: 1967	54 PROVIDENCE DR FAIRFIELD, 45014	552643 1
<b>JOEL T QUIMBY</b> Birth Year: 1967	5753 JEFFREY PL FAIRFIELD, 45014	511761 2
<b>ROBERT D QUIMBY JR</b> Birth Year: 1967	8880 WALNUT ST WEST CHESTER, 45069	287982 1
<b>CHRISTAL TURNER QUINCY</b> Birth Year: 1967	2481 SALVATORE PL HAMILTON, 45013	162385 2
<b>ROBIN TARA QUINN</b> Birth Year: 1967	4377 CARTHEL DR HAMILTON, 45011	246677 1
<b>TODD A QUINTILIAN</b> Birth Year: 1967	6068 GLENNGATE CT WEST CHESTER, 45069	446585 1

 CONTINUE




# If voter still not found in county results, touch Home

 Search Results   78%

[BACK](#) [HOME](#) Show voters: In this Location 0 Not in this Location 6

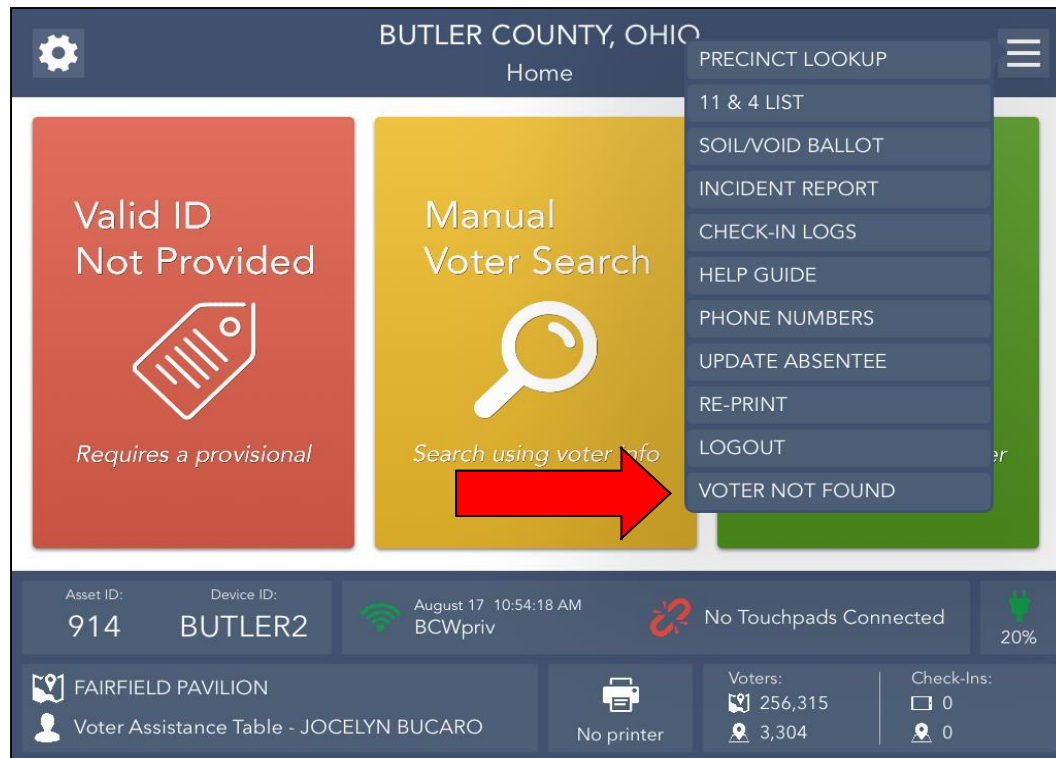
6 voter(s) not found at voting location

<b>ROBERTO QUIMBY JR</b> Birth Year: 1967	54 PROVIDENCE DR FAIRFIELD, 45014	552643 1
<b>JOEL T QUIMBY JR</b> Birth Year: 1967	5753 JEFFREY PL FAIRFIELD, 45014	511761 2
<b>ROBERT D QUIMBY JR</b> Birth Year: 1967	8880 WALNUT ST WEST CHESTER, 45069	287982 1
<b>CHRISTAL TURNER QUINCY</b> Birth Year: 1967	2481 SALVATORE PL HAMILTON, 45013	162385 2
<b>ROBIN TARA QUINN</b> Birth Year: 1967	4377 CARTHEL DR HAMILTON, 45011	246677 1
<b>TODD A QUINTILIAN</b> Birth Year: 1967	6068 GLENNGATE CT WEST CHESTER, 45069	446585 1

 CONTINUE



# If voter is still not found, touch Home and Select Voter Not Found in Blue Menu







TRAINING

Voter Update

81% 1:26 PM

BACK

HOME

Voter Not Found

Basic Information

First Name

Middle Name

Last Name

Suffix

Gender

ETHAN

GIBSON

Birth Month / Day / Year

09

/

12

/

1967

CONTINUE

1

2

3

4

5

6

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?

#+=

ABC

undo

ABC





TRAINING

Voter Update

81% 1:27 PM

BACK

HOME

Voter Not Found

CLEAR

Enter information below to locate correct address.

House Number

Street Name

6274

IMH

SEARCH

1 Address(es) Found

IMHOFF RD




OXFORD, 45056

REILY TWP 1

CONTINUE




# Enter apartment number if needed

 Voter Update   78%

BACK


HOME


Voter Not Found

 CLEAR

6274 IMHOFF RD OXFORD, 45056

Is there an apartment number?

 NO

 YES



# Direct voter to confirm information

CORRECT

NOT CORRECT

ETHAN GIBSON

DOB 09/12/1967

Residence Address 6274 IMHOFF RD OXFORD, 45056

Confirm Information Below

Voter Not Found

HOME




BACK

Voter Update

78%



# Information is Correct. Touch Continue.

 Voter Update   78%

[BACK](#) [HOME](#)

Voter Not Found

INFORMATION IS CORRECT

Name


ETHAN GIBSON

DOB

09/12/1967

Residence Address

6274 IMHOFF RD OXFORD, 45056

 CONTINUE



# Process provisional or re-direct to correct polling location

The screenshot shows a mobile application interface titled "Voter Eligibility". At the top, there is a status bar with a gear icon, the title "Voter Eligibility", and a battery level of 78%. Below the status bar, there are four buttons: "BACK" (blue), "HOME" (blue), "Voter Not Found" (red), and "VOTER CHANGES" (orange). The main content area displays voter information: Name "ETHAN GIBSON", Birth Year "1967", Address "6274 IMHOFF RD OXFORD, 45056", Precinct "REILY TWP 1", and Party (blank). Below this information, there is a yellow box with the text "Voter Not Found". A red banner with a warning icon and the text "Voter is not eligible to vote a regular ballot. Read instructions below." is displayed. Below the banner, a light blue box with an information icon contains the text "Voter was not found in the system. Issue the voter a provisional ballot." A large red arrow points from this box down to the "PROCESS PROVISIONAL" button at the bottom. The bottom bar contains three buttons: "WRONG VOTER, SEARCH AGAIN" (red), "MORE OPTIONS" (yellow), and "PROCESS PROVISIONAL" (green).

**Voter Eligibility**

BACK HOME **Voter Not Found** VOTER CHANGES

Name: **ETHAN GIBSON** Birth Year: **1967** Voter ID:   
Address: **6274 IMHOFF RD OXFORD, 45056** Precinct - Split: **REILY TWP 1** Party:   
**Voter Not Found**

⚠ Voter is not eligible to vote a regular ballot. Read instructions below.

i Voter was not found in the system. Issue the voter a provisional ballot.

🔍 WRONG VOTER, SEARCH AGAIN ⚙ MORE OPTIONS 🗳 PROCESS PROVISIONAL



# Flip Screen; Voter Selects Party

The screenshot shows a mobile application interface for "Ballot Selection". At the top, there is a blue icon of a ballot box. Below it, a light blue instruction bar says "Select your party below." with a warning icon on the right. Two blue buttons, "REPUBLICAN" and "DEMOCRAT", are positioned below the instruction bar. At the bottom, there is a dark blue navigation bar with the title "Ballot Selection" and a gear icon. Above this bar, there are three buttons: "VOTER CHANGES" (orange), "HOME" (blue), and "BACK" (blue). The status bar at the very bottom shows the time "7:59 AM", a green signal strength indicator, and a battery level of "71%".

Ballot Selection

71% 7:59 AM

VOTER CHANGES

HOME BACK

Select your party below.

DEMOCRAT

REPUBLICAN



# Flip Screen; Voter Selects Party





# Voter then signs.

The screenshot shows a digital voter interface. At the top, a large grey rectangular area is designated for a signature, with a horizontal line and a large 'X' on the right side. This area is circled in red. Below this is a dark blue bar containing the text 'Please sign below'. Underneath the bar are several buttons: a green 'DONE' button with an upward arrow icon, a red 'CLEAR' button with an 'X' icon, and a red 'Voter Not Found' button. To the left of the 'DONE' button is the text 'Birth Year 1967'. Below the 'Voter Not Found' button are two blue buttons labeled 'HOME' and 'BACK'. At the bottom of the screen is a dark blue bar with the text 'Voter Signature' and a gear icon on the right. On the left side of this bar are icons for a heart, a battery level at 69%, and a signal strength indicator.



# No Signature to verify

**Voter Signature**

BACK HOME **Voter Not Found** VOTER CHANGES

Name: **ETHAN GIBSON** Birth Year: **1967** Voter ID:   
Address: **6274 IMHOFF RD OXFORD, 45056** Precinct - Split: **REILY TWP 1** Party: **DEM**

*If current signature matches the signature on file, touch ISSUE BALLOT.  
If current signature does not match the signature on file, touch SIGNATURE MISMATCH.*

SIGNATURE ON FILE

CURRENT SIGNATURE

**SIGNATURE MISMATCH**

**SIGN AGAIN**

**ISSUE BALLOT**



The background of the slide is a stylized American flag, featuring a blue field with white stars on the left and red and white horizontal stripes on the right.

# Retrieve correct ballot from Ballot Table

---

Be sure to retrieve correct precinct and party (*Primary Election Only*) ballot.




Retrieve Yellow Provisional Envelope.

Write Precinct in the space provided on the Provisional Envelope.

Have partner verify correct ballot and party (*Primary Election Only*).



# Scan Barcode from Ballot Stub

 Issue Ballot   78%

BACK

HOME

Voter Not Found

VOTER CHANGES


Name

ETHAN GIBSON

Precinct


REILY TWP 1

ENTER MANUALLY







Ballot Style

REILY1D

 Scan or enter ballot style and stub number to proceed. Issue voter ballot.




# All Done Processing – Great Job!


 Processing Complete    69%

Voter Not Found

VOTER CHANGES


Name	Voter ID	Ballot Style
ETHAN GIBSON	00912_0405151152	REILY1D

 Voter successfully checked in



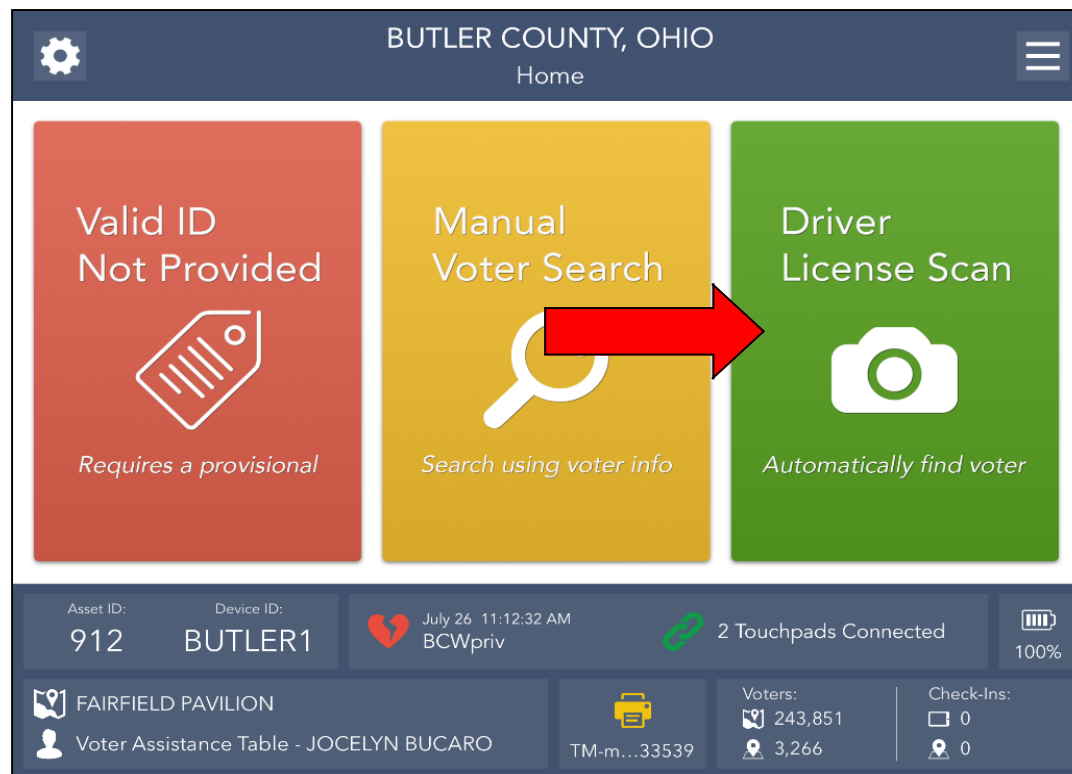
Great Job!

Instruct voter to complete provisional envelope and place completed ballot in provisional envelope, then take sealed envelope to provisional table for review.

 PROCESS NEXT VOTER

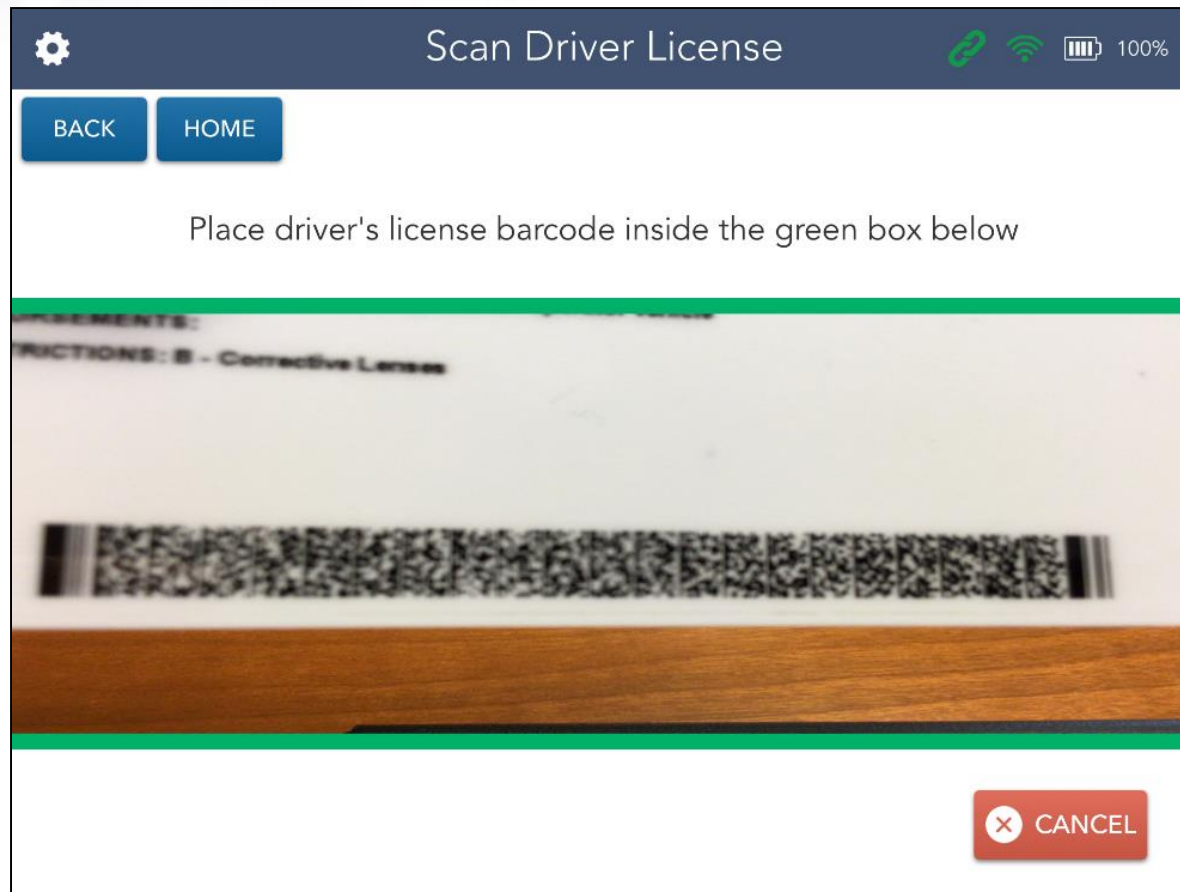


# What if a voter is marked 17-Year- Old?





# Scan Drivers License





# What is your name and current address?

TRAINING

Voter Eligibility

100%

7:41 AM

BACK

HOME

Name

KIM S ELLENBURG

Birth Year

2002

Voter ID

546356

Address

5078 DUNWOODY RD  
HAMILTON, 45013

Precinct - Split

REILY TWP 1

Party

REP

17 Year Old

Voter is eligible to vote.

The voter is 17 years old. Follow 17 year old procedures provided in your precinct supplies.

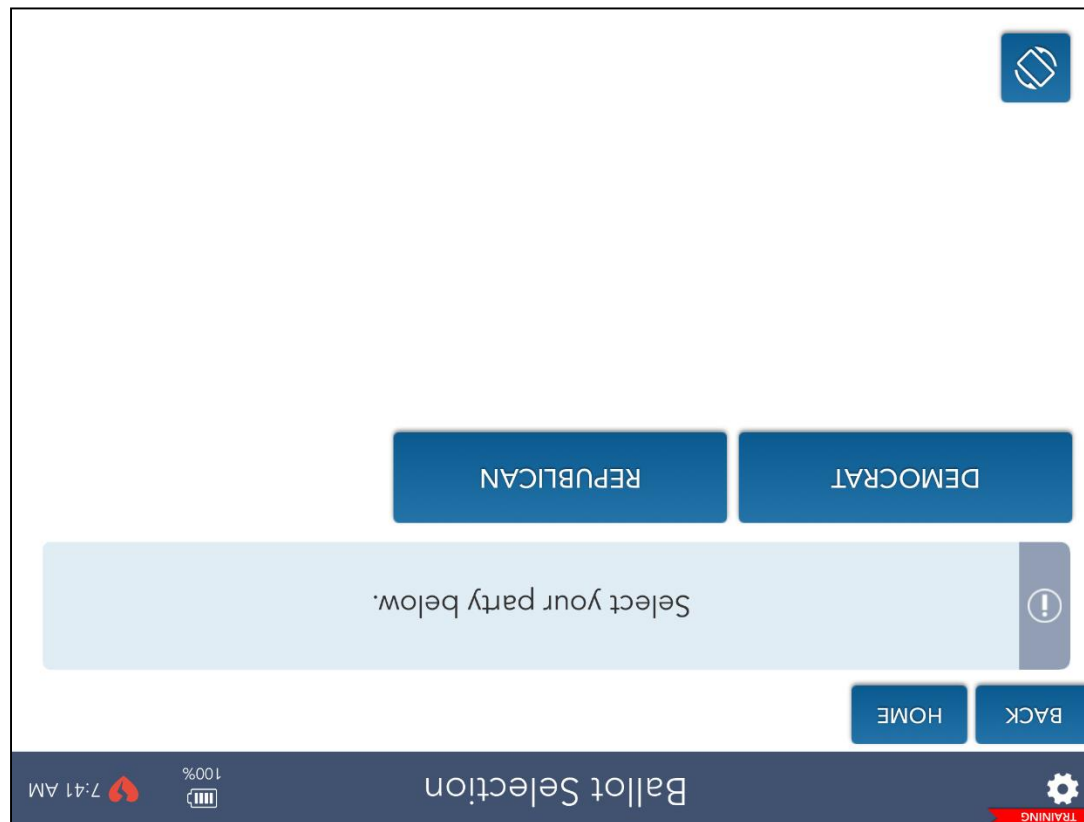
WRONG VOTER, SEARCH AGAIN

MORE OPTIONS

SELECT BALLOT



# Flip Screen; Voter Selects Party





# Voter Confirms








# Voter Signs

The screenshot shows a mobile application interface for voter sign-in. At the top, there is a large, empty rectangular area for a signature, outlined by a red oval. Below this area, the text "Please sign below" is displayed. The interface includes several buttons: a green "DONE" button with an upward arrow icon, a red "CLEAR" button with a close icon, and blue "BACK" and "HOME" buttons. The user's name, "KIM S ELLENBURG", is displayed in the top right corner. Below the name, the birth year "2000" is shown, and the text "Birth Year" is written vertically. A red arrow points from the "DONE" button towards the signature area. The bottom of the screen features a dark blue header with the text "Voter Signature", a battery status icon showing 100%, and the time "7:43 AM". A red "TRAINING" banner is visible in the bottom right corner.



# Verify Signature and Issue Ballot

**TRAINING**  **Voter Signature**  100%  7:44 AM

**BACK** **HOME**

Name  
KIM S ELLENBURG


Birth Year  
2000


Voter ID  
546356


Address  
6086 VALLEYBROOK DR  
MIDDLETOWN, 45044

Precinct - Split  
REILY TWP 1


Party  
REP


 If current signature matches the signature on file, touch ISSUE BALLOT.  
If current signature does not match the signature on file, touch SIGNATURE MISMATCH.


**SIGNATURE ON FILE**  


**CURRENT SIGNATURE**  


**SIGNATURE MISMATCH**

 **SIGN AGAIN**

 **ISSUE BALLOT**







# Retrieve correct ballot from Ballot Table

---

- Be sure to retrieve correct party and precinct ballot.
- Retrieve 17-Year-Old Envelope and voting instructions.
  - 17-year-old voters may only vote on candidate nominations.
- Write Party and Precinct number in the space provided on the 17-Year-Old Envelope.
- Have partner verify correct ballot and party



# Important! Paper ballot automatically selected for a 17-year-old voter



Issue Ballot

 100%

BACK

HOME

Name  
KIM S ELLENBURG  
Voter ID  
546356


Party  
REP

Precinct-Split  
REILY TWP 1-0

ENTER MANUALLY






Ballot Style  
REILY1R

 Scan or enter ballot style and stub number to proceed. Issue voter ballot.



# Scan barcode on ballot stub

 Issue Ballot   100%

BACK

HOME

Name

KIM S ELLENBURG

Voter ID

546356


Party

REP

Precinct-Split


REILY TWP 1-0

ENTER MANUALLY

  
\*REILY10001\*

Ballot Style

REILY1R



Scan or enter ballot style and stub number to proceed. Issue voter ballot.



# Great Job!

TRAINING

Processing Complete

100%

7:46 AM

Name	Voter ID	Ballot Style
KIM S ELLENBURG	546356	223R

Voter successfully checked in

Great Job!

Direct voter to privacy booth area.

PROCESS NEXT VOTER



# Processing a Curbside Voter



## Curbside Voter

- Voters may need to vote from their car
- Notify Location Supervisor
- See page 36-37 in your manual for instructions on how to process in the E-poll books
- Votes on Paper
- Ballot goes in a white Paper Ballot Envelope

**Voter Eligibility**

BACK HOME

Name: ALAN HULETT Birth Year: 1959 Voter ID: 322297

Address: 1805 REILY WOODS LN, OXFORD, 45056 Precinct - Split: REILY TWP 2 Party: NOPTY

✓ Voter is eligible to vote.

Update Voter Info  
Manual Provisional  
Curbside Voter

WRONG VOTER, SEARCH AGAIN MORE OPTIONS GET VOTER SIGNATURE



# Processing a Curbside Voter






## Curbside Voter

- Voters may need to vote from their car
- See page 36 - 37 in your manual for instructions on how to process in the E-poll books
- Votes on Paper
- Ballot goes in a White Envelope

The screenshot shows the 'Voter Eligibility' app interface. At the top, there's a status bar with a gear icon, the title 'Voter Eligibility', and battery status (78%). Below the status bar are 'BACK' and 'HOME' buttons. The main area displays voter information: Name (ALAN HULETT), Birth Year (1950), Voter ID (222207), Address (1805 REILY W, OXFORD, 450), and Party (PTY). A confirmation dialog box is centered on the screen with the text 'Is this voter requesting to vote curbside?'. The dialog has two buttons: a red 'NO' button with a white 'X' icon and a green 'YES' button with a white checkmark icon. At the bottom of the app, there are three buttons: 'WRONG VOTER, SEARCH AGAIN' (with a magnifying glass icon), 'MORE OPTIONS' (with a list icon), and 'GET VOTER SIGNATURE' (with a pen icon).



# Confirm voter's information is current and voter is eligible to vote.

 Voter Eligibility   78%

BACK

HOME

Name

ALAN HULETT

Birth Year

1959

Voter ID

322297

Address

1805 REILY WOODS LN  
OXFORD, 45056

Precinct - Split

REILY TWP 2

Party

NOPTY

Curbside  
Voter



Voter is eligible to vote.



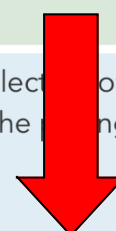
The voter is unable to enter the polling place. Two election officers of opposite party shall deliver a ballot to the voter at the polling place entrance or at the curb.

 WRONG VOTER, SEARCH AGAIN

 MORE OPTIONS



SELECT BALLOT



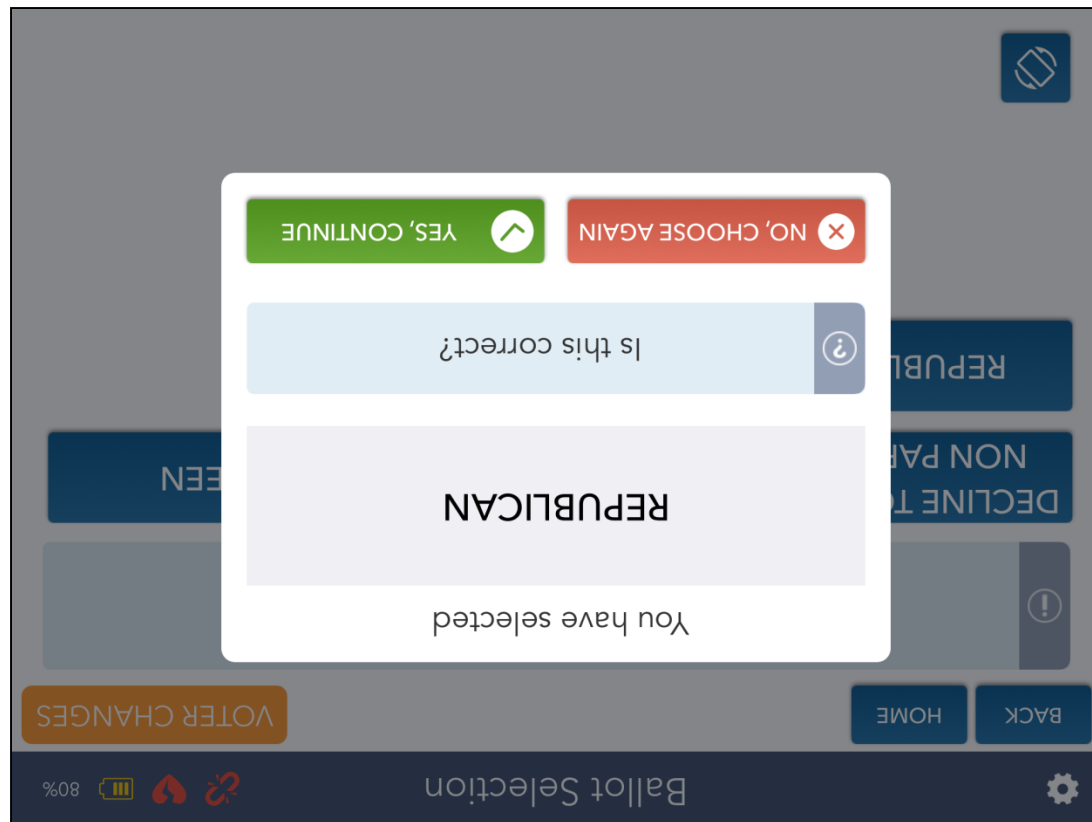


# Flip Screen; Voter Selects Party








# Voter Confirms





# Direct voter to sign. Verify Signature.

 Voter Signature   78%

BACK

HOME

Name

ALAN HULETT

Birth Year

1959

Voter ID

322297

Address

1805 REILY WOODS LN  
OXFORD, 45056

Precinct - Split

REILY TWP 2

Party

NOPTY

 If current signature matches the signature on file, touch ISSUE BALLOT.  
If current signature does not match the signature on file, touch SIGNATURE MISMATCH.

SIGNATURE ON FILE

CURRENT SIGNATURE



SIGNATURE MISMATCH

 SIGN AGAIN

 ISSUE BALLOT



# Select Paper Ballot.

Return inside  
polling  
location to  
retrieve and  
scan correct  
precinct and  
party ballot

Issue Ballot

BACK HOME

Name  
DAVID DWIGHT LAWSON III

Precinct  
REILY TWP 1

ENTER MANUALLY

Select ballot type

TSX Ballot Paper Ballot




Ballot Style  
REILY1

Scan or enter ballot style and stub number to proceed. Issue voter ballot.





# Great Job!


When finished, team of 2 PEOs of opposite party return to voter's card with ballot and white paper envelope.

 Processing Complete   78%

Name	Voter ID	Ballot Style
ALAN HULETT	322297	REILY2

 Voter successfully checked in

 Great Job!  
Direct voter to privacy booth area.

 PROCESS NEXT VOTER





# Let's Practice

---



The background of the slide is a stylized American flag, featuring a blue field with white stars on the left and red and white stripes on the right.

# LS must reissue a Ballot on the E-Poll Book

---

Your Location Supervisor is the only PEO in your location authorized to reissue ballots.

If your LS is not in the location and you need to reissue a ballot, call the Board of Elections for authorization and then follow the steps on page 42 in your manual.



The background of the slide is a stylized American flag, featuring the stars and stripes in a slightly wavy, draped manner. The stars are white on a blue field, and the stripes are red and white.

# Reissuing a Ballot on the E-Poll Book

---

A voter may be reissued a ballot for any of the following reasons:

- Wrong ballot type or party issued
  - e.g. Issued a Card ballot instead of Paper ballot
  - Or if voter selected the wrong party.
- Voter made a mistake on a paper ballot
  - Be sure to place soiled ballot into the Grey envelope on Ballot Table
- Voter Access Card not encoded properly
  - **NOTE:** The Voter Assistance Judges must confirm the voter did not cast the card before you may reissue another card.



The background of the slide features a stylized American flag with stars and stripes. The stars are white and arranged in a pattern on a blue field, while the stripes are red and white.

# Important Reminders about Reissues

---

Never reissue a voter access card to a voter who has left the check-in area without verifying the voter has not cast a vote on the card he/she first received.

- The Voter Assistance Judge and Location Supervisor should verify the voter did not cast a ballot on the first card.

The law only allows for three attempts to cast a ballot. No voter may be re-issued a ballot more than twice, including either a paper ballot or voter access card.



The background of the slide features a stylized American flag. The top left corner shows the blue field with white stars, while the rest of the slide is filled with the red and white horizontal stripes of the flag, which appear to be waving.

# Special Ballot Considerations

- Split Precincts occur when the boundaries of a precinct do not match the boundaries of another district.
- The LS will be notified if a Precinct is split.
- Two PEOs should verify voter is given correct ballot.



The background of the slide features a stylized American flag. The top left corner shows the blue field with white stars, while the rest of the slide is filled with the red and white horizontal stripes of the flag, which appear to be waving.

# Write-In Candidates

---

- The Board of Elections will provide a list of names of eligible write-in candidates
- Keep list face down on check-in and provisional tables.
- Offer to voters only when they ask.
- If voter wants to vote for a write-in candidate on voting unit, they must select write-in. A keyboard will appear on the screen for the voter to enter the name of the candidate they wish to write-in.



The background of the slide is a stylized American flag, featuring the stars and stripes in a slightly blurred, artistic manner.

# Managing Your Polling Location

The following people are permitted in your location:

- Voters;
- Children of voters not yet of voting age;
- A person who will be assisting a voter in the voting process at the voter's request;
- Persons checking the official Precinct Voter Registration Lists

With credentials, the following are permitted in the location:

- Press (please notify BOE)
- Observers (may need to be sworn in)
- Employees of the Board of Elections
- Employees of the polling location
- On-duty police officers



The background of the slide is a blurred image of the United States flag, showing the stars and stripes. 

# Managing Your Polling Location

---

Who is NOT permitted in your location?

- Candidates or campaign workers who are campaigning or electioneering;
- Pollsters (NOTE: May conduct polling within the 100 foot zone);
- Anyone of voting age who is not voting, who does not have credentials, and is not viewing the official Precinct Voter Registration List that shows who has voted.



The background of the slide features a stylized American flag. The top left corner shows the blue field with white stars, while the rest of the slide is filled with the red and white horizontal stripes of the flag, which appear to be waving.

# Managing Your Polling Location

---

## Campaign paraphernalia

- If a voter arrives to vote wearing a campaign shirt, hat, button, or sticker, respectfully ask the voter to remove or cover the campaign item while in the polling location pursuant to RC3501.35(A). If the voter refuses, you must still permit the voter to vote.



The background of the slide is a stylized American flag, featuring a blue field with white stars in the upper left corner and red and white horizontal stripes across the rest of the image.

# Lines and Wait Times

---

If all voting units are used at once, monitor how long voters must wait to use a voting unit.

If the wait exceeds 10 minutes, you must notify the Location Supervisor.

- Paper ballots must be offered
- If a voter is taking more than 10 minutes to vote, you and a partner of opposite party (voter assistance judges) should ask if the voter needs assistance.

Refer to page 41 in your manual for guidelines on back up paper ballots and wait time



The background of the slide is a stylized American flag. The top left corner features a blue field with white stars, while the rest of the slide is filled with horizontal red and white stripes. The flag appears to be waving slightly.

# Observers

---

- Appointed by political parties, issue committees or groups of candidates
- Are there to OBSERVE
- Allowed in polling place before, during and after hours of voting
- Must not interfere with your job or voters access
- Must present a Certificate of Appointment
- May need to be sworn in (see Oath on page 90)



The background of the slide is a stylized American flag, featuring the stars and stripes in a slightly blurred, artistic manner.

# Posting Lists

---

Ohio law requires a list of voters who have voted be posted at 11am and 4pm

Refer to page 45 for guidelines on printing the Posting List in the E-Poll Book

Remember: No need to call the Board of Elections to report turnout numbers at 11am and 4pm.



# Preparing For Election Day – Monday Evening





# Monday Evening

- Follow the Checklists!
  - The Monday Set Up Checklist begins on page 46 of your Manual.
- Monday Evening Duties:
  - Confirm your location is accessible for all voters;
  - Set up voting equipment following guidelines and diagram;
  - Your Location Supervisor will be on hand to assist and direct;
  - Run printer tests on voting equipment to ensure they are set up properly;
  - Set up and log into E-Poll Books
  - PEOs clock in
  - All PEOs will sign Oath Statement.
  - Set up other voter check-in tables





## SAMPLE POLLING LOCATION

Voter Access  
Cards returned

#1 unit closest to door

Provisional  
Review Table

Voter  
Check In

Paper/Provisional  
Voting Table

Ballots & Provisional  
Envelopes

## Basics of a Perfect Polling Place:

- PEOs & voters can see who is coming and going
- All voters can easily get into, through, and out of the location.
- Voters can vote with privacy
- Food & drinks are away from voting area & check-in table

EXIT





# Step 1: Ensure location is accessible

---

## Outside the Location:

1. Make sure the route for wheelchairs/walkers in the parking lot into the polling place is accessible. Remove potential barriers.
2. Check to make sure accessible parking spaces are marked with vertical signs (including at least 1 “van” sign) and that they are closest to the accessible entrance.
3. Precinct Election Officials must NOT park in those spaces.
4. Make sure directional signs are posted as needed.
5. Make sure doors can be opened with a closed fist.
6. If needed, ensure alternate accessible entrance is unlocked.





# Step 1: Ensure location is accessible

---

Inside the Location:

1. Voters should be able to easily move from the polling location entrance to voting area.
2. Make sure there is a minimum 36" path through the voting area.
3. Ensure accessible tables and voting machines have adequate privacy.
4. Make sure there are no tripping hazards (cords, etc.).

Refer to the checklist in your manual to ensure your location is accessible.





# Step 2: Set Up Voting Units

---

Your Location Supervisor may demonstrate how to set them up at your polling place on Monday evening.

## New Voting Units:

There will be a demonstration at the end of the class.





# Step 2: Set Up Voting Units

---

## Key Reminders:

- Voting units in numerical order
- Unit 1 will be placed closest to the accessible entrance
- Space units 24 inches apart
- Angle voting units for privacy
- Make sure power cords are taped down & don't pose a tripping hazard
- Refer to your LS set up diagram





The background of the slide is a stylized American flag, featuring a blue field with white stars on the left and red and white horizontal stripes on the right.

## Step 3: Run Printer Test

---

Test the printer on each voting unit to ensure they are installed correctly.

See the Quick Reference Guide for step-by-step instructions or Page 57 in your manual.





## VOTING UNIT ACTIVITY LOG FORM

		<u>Seal #</u>	<u>Signature</u>	<u>Date</u>
<b>BOE</b>	<b>1a</b>	Shut and seal Election Data door of voting unit once L&A testing is completed		
	<b>b</b>	Write Seal #, sign & date # <u>61785</u>	<u><i>Joe Andrews</i></u>	<u>10/24/2019</u>
<b>Poll Worker</b>	<b>2a</b>	Inspect for tampering		
	<b>b</b>	If tampering has occurred, contact BOE		
	<b>c</b>	If tampering has not occurred, Turn on unit ~ LS Manual Page 11		
	<b>e</b>	Conduct print test ~ LS Manual Page 12		
<b>Poll Worker</b>	<b>3a</b>	Tues. a.m. inspect for tampering		
	<b>b</b>	Run zero totals report & sign report		
<b>Poll</b>	<b>4a</b>	Tues. p.m. remove seal from Election Data door		
	<b>b</b>	Run END ELECTION closing reports		
	<b>c</b>	Remove flash drive from machine		
	<b>d</b>	Remove VVPAT Paper – seal VVPAT Paper ~ LS Manual Page 19		
	<b>e</b>	Write seal #, sign & date # _____	_____	_____
	<b>f</b>	Shut and affix seal on Election Data door		
	<b>g</b>	Write seal #, sign & date # _____	_____	_____



# Part 3: Tuesday Morning



---

TUESDAY MORNING CHECKLIST ON PAGE 67.





# Print Zero Reports on Voting Units

---

- Work in teams of two judges of opposite parties

**IMPORTANT:** By law, each Polling Location must confirm that there are no votes on all voting units prior to opening the polls.

- 6:30 a.m., the Polls must be open with a minimum of one Voting Unit and E-Poll Book working, or must open with Paper Ballots and Voter Registration List.



# Closing The Polls

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The background of the slide is a stylized American flag, featuring the stars and stripes in a slightly faded, artistic manner.

# Ballot Accounting

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- Log out on all E-Poll Books.
- LS and DJ complete the Ballot Accounting on the E-Poll Book.
- Complete Ballot Accounting on only One E-Poll Book



# ICX Ballots Voted Tally Log

Two judges of opposite party should record ballot counts from each ICX unit as End Total Reports are running.

## ICX Ballots Voted Tally Log

Polling Location: BOGAN ELEMENTARY SCHOOL

After polls close, use this form to record the total number of ballots voted on each electronic voting unit (ICX machine) at your polling location. This form is to be completed before memory cards are removed from the voting units.

Locate the number of ballots on each voting unit at the bottom center of each machine. See the picture at the bottom for reference.

Machine No.	Ballot Count	Machine No.	Ballot Count	Machine No.	Ballot Count	Machine No.	Ballot Count
0		12					
1		13					
2		14					
3		15					
4		16					
5		17					
6		18					
7							
8							
9							
10							
11							

**Total Ballot Count =** \_\_\_\_\_

**Date:** \_\_\_\_\_

*(Add all ballot count numbers and record on Ballot Accounting Report; place this form in the White Binder when finished.)*

Ballot Count located in bottom center of Voting Unit Screen.





# Step 1: Log Out on All E-Poll Books

BUTLER COUNTY, OHIO  
Home

Valid ID Not Provided  
*Requires a provisional*

Manual Voter Search

PRECINCT LOOKUP  
11 & 4 LIST  
SOIL/VOID BALLOT  
INCIDENT REPORT  
CHECK-IN LOGS  
HELP GUIDE  
PHONE NUMBERS  
UPDATE ABSENTEE  
RE-PRINT  
LOGOUT  
VOTER NOT FOUND

Asset ID: 914 Device ID: BUTLER2 August 17 10:54:18 AM BCWpriv No Touchpads Connected 20%

FAIRFIELD PAVILION  
Voter Assistance Table - JOCELYN BUCARO

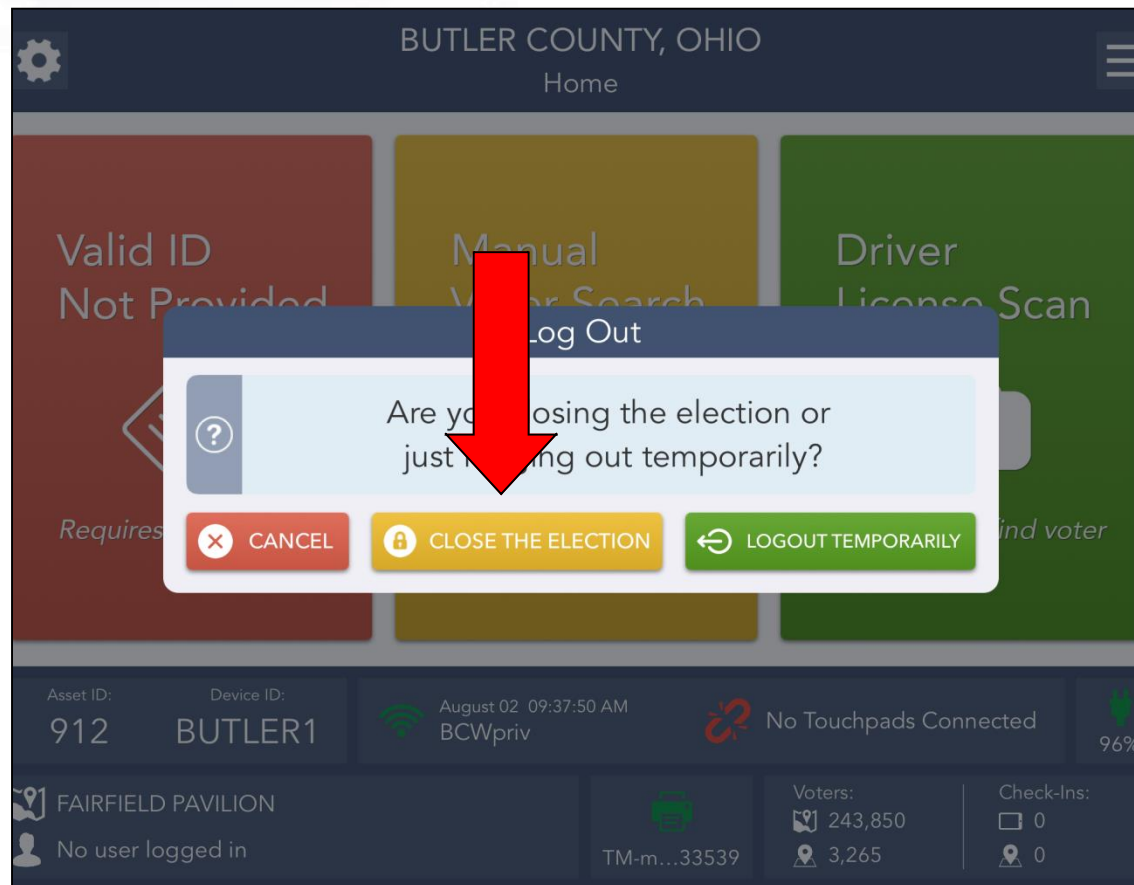
No printer

Voters: 256,315  
3,304

Check-Ins: 0  
0

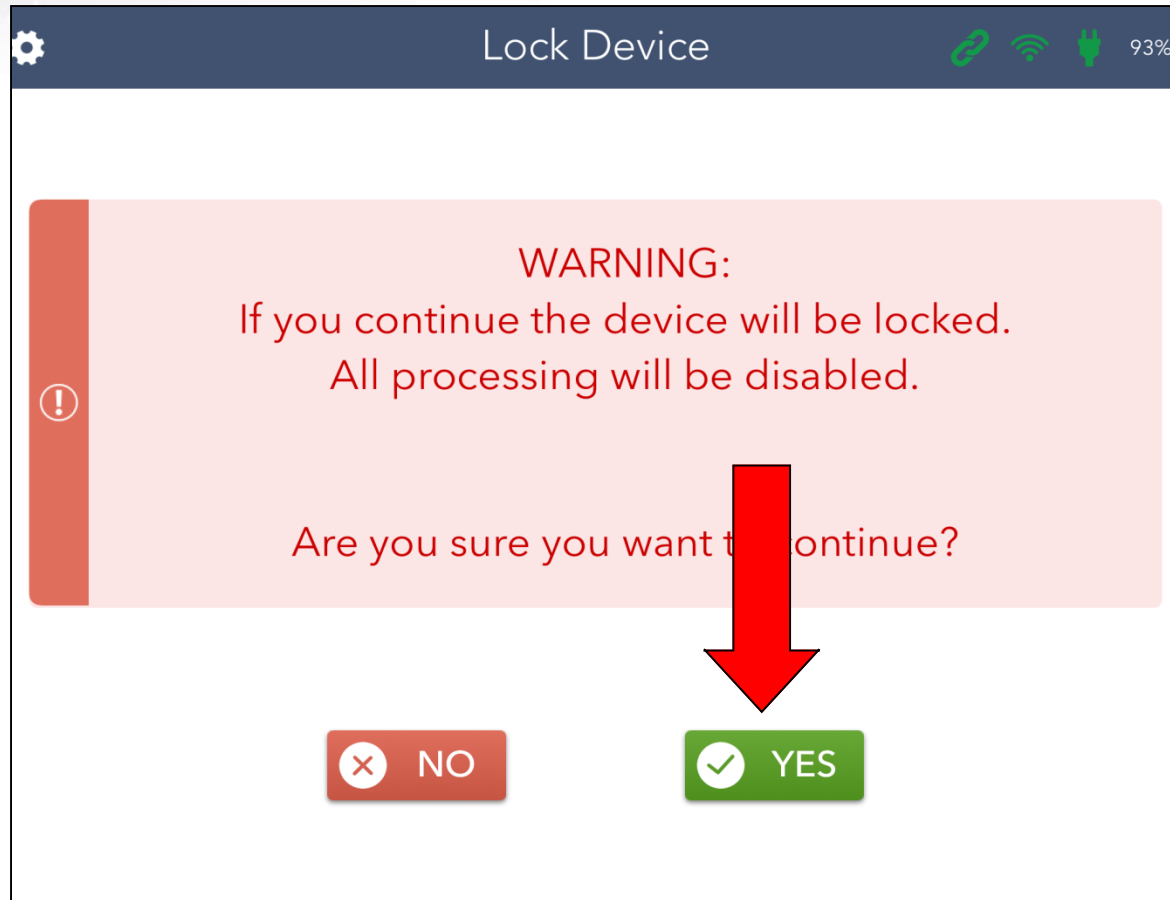


# Step 2: Touch Close the Election



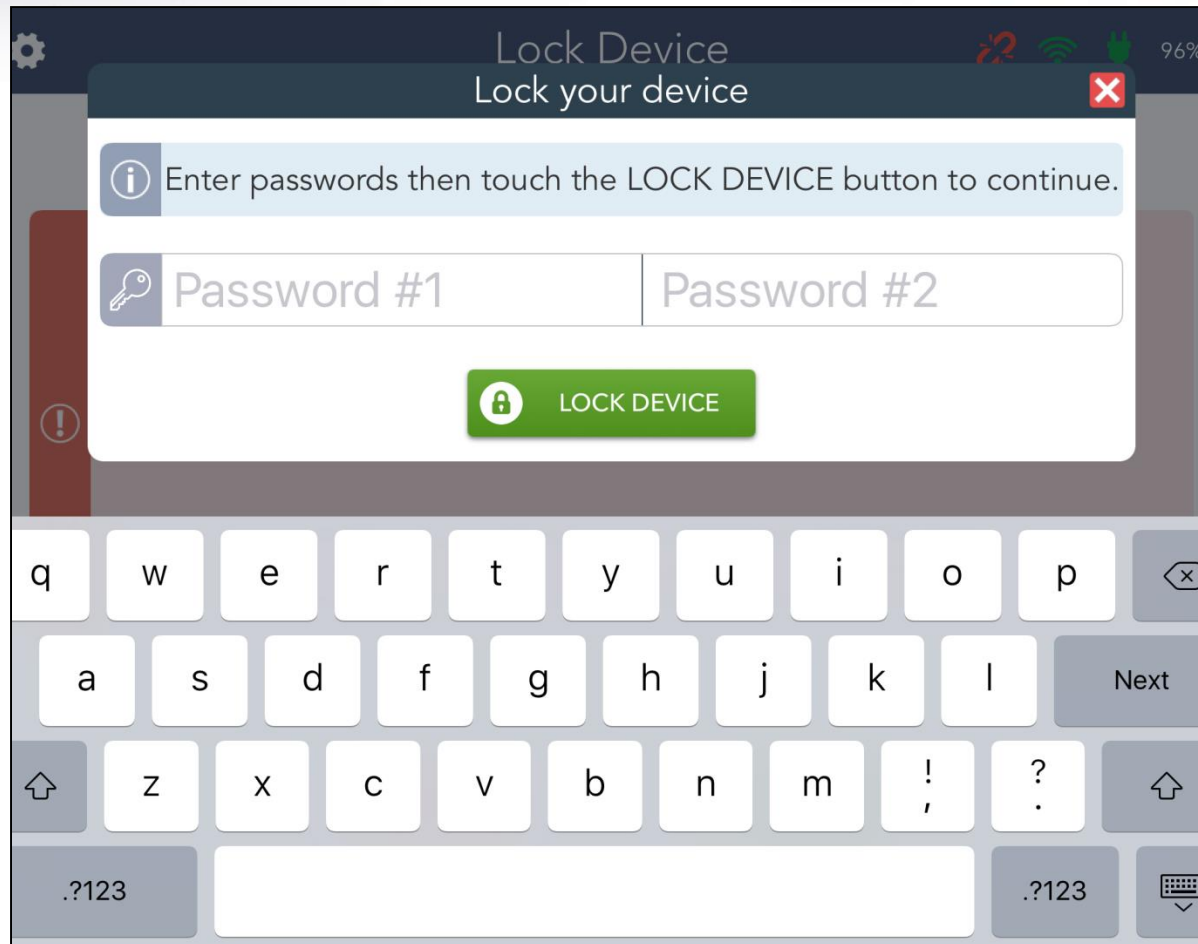


# Step 3: Touch Yes








# Step 4: Enter LS & DJ Passwords






# Step 5: Touch Home

 Device Locked   77%

BACK

HOME

ACCOUNTING

22 Transaction(s) Pending 

RESYNC

ALLOW LOGIN AGAIN

Include Totals For

This Location

This Device

Ballot Style	Device ID	Ballot Type	Issued	Provisional	Soil	Total
REILY1	912	Paper Ballot	1	4	0	5
REILY1	912	TSX Ballot	1	0	0	1
Total for:		REILY1	2	4	0	6
REILY2	912	Paper Ballot	1	3	0	4
REILY2	912	TSX Ballot	3	0	0	3
Total for:		REILY2	4	3	0	7
Grand Total:			6	7	0	





# End Voting and Packing Flash Drives

---

Step-by-step instructions begin on Page 82

Print TWO End Total Reports.

- 1<sup>st</sup> report runs and must be signed Note: Do not tear, Close door!
- 2<sup>nd</sup> report runs and is torn off and hung outside polling place

Remove spindle and seal each VVPAT roll with label. Record label on Activity Log, pull spindle apart and pack VVPAT roll in paper tape results bag.

Remove each flash drive, count at least 3 times, and pack in USB drive bag.



The background of the slide features a stylized American flag. The top left corner shows the blue field with white stars, while the rest of the slide is covered by the red and white horizontal stripes. The flag appears to be waving slightly.

# Running End Total Reports

---

- ☐ Follow Instructions on Page 73 on running end total reports.




# Packing the E-Pollbooks

- Follow instructions in your manual to pack the electronic poll books.
- Complete Supply Inventory to ensure all supplies returned.





The background of the slide features a stylized American flag with stars and stripes. The stars are white on a blue field, and the stripes are red and white.

# Pack Remaining Signs and Supplies

---

- Follow check list on page 74 to pack all ADA equipment, signs and remaining supplies.



# Return to Board of Elections



**USB Drive Bag**



**Paper Result Bag**



**E-POLL BOOK CASES**



**BLUE SUPPLY BAG(s)**



**YELLOW BALLOT BAG(s)  
(LOCKED)**



# Remains At Location



☐ SMALL RED SUPPLY  
BAG



☐ LARGE RED SUPPLY  
BAG



☐ VOTING STORAGE CARTS



☐ ADA BOX (if applicable)



☐ VOTE HERE SIGN  
Placed on top of voting  
storage cart



# What to do if a Court Order is Issued

---

All voters arriving after 7:30 must vote provisional

Use the e-poll book to check in all voters.

- All voters must vote in correct location
- Write on the top of the provisional envelope  
“After Close of the Polls by Order of the Court”





The background of the slide features a stylized American flag. The top left corner shows the blue field with white stars, while the rest of the slide is filled with the red and white horizontal stripes of the flag, which appear to be waving.

# All Provisional Requirements Apply

---

Process same as all other provisional voters

- Must complete envelope correctly
- Must receive correct ballot
- Write precinct and party (primary only) on top right of envelope

Write “After Close of Polls by Order of the Court” on the top front of each provisional envelope cast under court order.

After closing time, proceed with closing procedures



The background of the slide is a stylized American flag, featuring the stars and stripes in a slightly faded, artistic manner.

# Emergency Preparedness

---

Medical Emergency – call 911; then call Board of Elections after situation under control

- Take a moment on Monday evening to locate an AED at your location to be prepared to retrieve in the event of a medical emergency

If Electricity goes out:

- Power down half of the voting units (ICX) and half of the E-poll books
- Call BOE to report; we can get you a generator if needed



The background of the slide is a stylized American flag, featuring the stars and stripes in a slightly wavy, draped manner. The stars are white on a blue field, and the stripes are red and white.

# Emergency Preparedness

---

## Evacuation of polling location

- Don't panic – your and voters' safety is paramount
- If you can safely, gather:
  - Yellow Ballot Bag
  - Paper Ballots
  - At least 1 E-poll book
  - Provisional envelopes
  - All flash drives from the voting units (if possible)
- Go to safe location
- Call BOE as soon as you safely can



The background of the slide is a stylized American flag, featuring the stars and stripes in a slightly faded, artistic manner.

# Emergency Preparedness

---

## Precinct Election Official or Voter injury

- If needed, call 911 and seek medical attention
- Call BOE
- Collect details from all witnesses, including witness names, phone numbers, and details of what happened in case further investigation is needed





# Early Voting Hours

---

The Board will be open for in-person early voting during the following hours:

**Week 1: February 19 - February 21**

8:00 a.m. to 5:00 p.m. on each weekday (Wednesday through Friday)

**Week 2: February 24 - February 28**

8:00 a.m. to 5:00 p.m. on each weekday (Monday through Friday)

**Week 3: March 2 – March 7**

8:00 a.m. to 5:00 p.m. on each weekday (Monday through Friday)

8:00 a.m. to 4:00 p.m. on Saturday, March 7

**Week 4: March 9 – March 15**

8:00 a.m. to 7:00 p.m. on each weekday (Monday through Friday)

8:00 a.m. to 4:00 p.m. on Saturday, March 14

1:00 p.m. to 5:00 p.m. on Sunday, March 15

**Week of Election Day: March 16**

8:00 a.m. to 2:00 p.m. on Monday, March 16

**Voters may also vote by mail:**

Complete and send an application by noon on Saturday, March 14, 2020. An application may be downloaded from our website: [elections.bcoho.us](https://elections.bcoho.us), or voters may call the Board of Elections to request an application at (513) 887-3700.



The background of the slide features a stylized American flag with stars and stripes. The stars are white on a blue field, and the stripes are red and white.

# Open House

---

**Who:** Any Precinct Election Official working the election

**Where:** The Board of Elections Office

1802 Princeton Rd. Ste. 600

Hamilton, Ohio 45011

**When:** Thursday, March 5, 2020, 9:00am – 4:00pm

Friday, March 6, 2020, 9:00am – 4:00pm

Saturday, March 7, 2020, 9:00am – 4:00pm



# Set Up Voting Units

---

Demonstration

Practice









The background of the slide is a blurred image of the American flag, showing the stars and stripes. The stars are white on a blue field, and the stripes are red and white.

# PEO Assessment

---

**PLEASE**

Work on the assessment individually

Put your name on your paper and then  
turn in to a trainer

Do **NOT** take our highlighters and please  
leave the pens

Take only the notes you took and leave  
the rest of the notepad for the next class





**Thank you for your time and effort!!**